

15th February 2024

Dear Parents and Carers

A new set of Members have recently joined the Bellahouston Academy Parent Council and we wanted to introduce ourselves and the work of the Parent Council, and to let you know how we can work together.

The office bearers for the Parent Council are:

Chair – Vanessa Redmond
Secretary – Angela Bewick
Treasurer – Sam Miller

You can contact the Parent Council by emailing bellahoustonparentcouncil@gmail.com. We are happy to give more information about the work of the parent council, agenda for upcoming meetings, or to hear about any issues you would like the Parent Council to raise with the school through its meetings.

The Constitution for the Parent Council is here.

Our priorities are to:

- share views on behalf of parents and carers about the School's policies and plans
- raise particular issues and concerns on behalf of parents and carers
- fundraise for school priorities
- consider how we and other parents can use our skills to support the school
- advocate or lobby on behalf of the school where appropriate

We meet approximately once a term. The dates for meetings for the rest of this school year are:

Monday 19th February 6 – 7.30

Monday 22nd April 6 – 7.30

Monday 10th June 6 – 7.30

All are welcome to attend the meetings. Please notify us at the above email address if you plan to join a meeting, and if you require an interpreter.

At the meetings, we hear updates from the School on thematic policies and plans; we hear an update from the Headteacher and there is a short opportunity to ask questions about those updates; and we use the remaining time to take forward Parent Council planning (e.g. for events, for fundraising).

The Parent Council meetings are not the same as a Parents Evening, and they are not an opportunity to ask questions or to discuss issues about individual children. If you have any questions about your child, please contact Mr Mochan, the headteacher, directly on headteacher@bellahoustonacademy.glasgow.sch.uk.

We look forward to hearing from you and to working together to support the School and our young people.

The Parent Council

Bellahouston Parent Council Constitution (as of August 2023)

1. The objectives of the Parent Council are:
 - i. To work in partnership with the school to create a welcoming school which is inclusive for all parents
 - ii. To promote partnership between the school, its pupils, all its parents and the community
 - iii. To develop and engage in activities which support the education and welfare of the pupils
 - iv. To identify and represent the views of parents on the education provided by the school and other matters affecting the education and welfare of the pupils.
2. The membership will be a minimum of five parents of children attending the school plus the Headteacher.
3. The Parent Council will be selected for a period of 1 year after which they may put themselves forward for reselection if they wish. Any parents of a child at the school can volunteer to be a member of the Parent Council. In the event that the number of volunteers exceeds the number of places set out in the constitution, members will be selected by ballot at a selection meeting. Anyone not selected to be a member of the Parent Council may be offered the opportunity to be part of any sub-groups set up by the Council.
4. The Parent Council may co-opt up to 5 members to assist it with carrying out its functions. Co-opted members may be interested members of the community, teaching and support staff in the school. The number of parent members on the Parent Council must always be greater than co-opted members. Co-opted members will be invited to serve for a period of 1 year, after which time the Parent Council will review and consider requirements for co-opted membership.
5. The Chair, Secretary and Treasurer of the Council will be agreed by the Parent Council members following its formation. Office bearers will be re-selected by the Parent Council on an annual basis
6. The Annual Meeting will be held in September of each year. A notice of the meeting including date, time, and place will be sent to all members of the Parent Forum at least 2 weeks in advance. The meeting will include:
 - i. a report on the work of the Parent Council and its committee(s)
 - ii. approval of the accounts and appointment of the auditor, if appropriate.
 - iii. The Parent Council will meet at least once in every school term.
7. Should a vote be necessary to make a decision, each parent member at the meeting will have one vote, with the Chair having a casting vote in the event of a tie.
8. If a Parent Council member acts in a way that is considered by other members to undermine the objectives of the Parent Council, their membership of the Parent Council shall be terminated if the majority of parent members agree. Termination of membership would be confirmed in writing to the member.
9. Copies of the minutes of all meetings will be available to all parents of children at Bellahouston Academy and to all teachers at the school. Copies will be available from the chair of Parent Council and school website.
10. Meetings of the Parent Council shall be open to the public, unless the Parent Council is discussing an issue which it considers should be dealt with on a confidential basis. In such circumstances, only members of the Parent Council and the Headteacher, or his or her representative, can attend.
11. The Treasurer will open a bank or building society account in the name of the Parent Council for all Parent Council funds. Withdrawals will require the signature of the Treasurer and one other Parent Council member. The Treasurer will keep an accurate record of all income and expenditure, and will provide a summary of this for each Parent Council meeting and a full account for the Annual Meeting.
12. The Parent Council shall be responsible for ensuring that all monies are used in accordance with the objectives of the Parent Council. Should the Parent Council cease to exist, any remaining funds will be passed to the education authority to be used for the benefit of the school where this continues.