**Hillhead High School Parent Council Minutes** – **Tuesday, 26th November 2019, 18:30**

**Parent Council Member:** Catriona Futter (PC Chair), Chiara Cipollari (PC Treasurer), Alasdair Downes, Andrea Fisher, Bernie Mitchell, Gordana Nesterovic, Jerome Boue, Karen Leeson, Sylvia Warnecke, Tariq Ishaq

**Teaching Staff:** Mrs Karen McAlaney (HT); Mr Gillespie; Ms Higgins

**Parent forum:** 10 members of the parent forum

**Apologies:** PC member Chirsty Hamilton, HHS staff Mr Gemmill

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| **Topic**  | **To do**  |
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| **Welcome / Introduction****•** Last meeting the upcoming AGM (Feb 2020) and the revised constitution were discussed* During the AGM in Feb 2020, PC members will vote and mandate PC Office bearers

• Minutes from the last meeting now approved by all and will be uploaded on PC section of the HS site |

 | * PC Member Sylvia to check if the set of minutes from the 28 May 2019 meeting are available on the HHS website
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| **Duke of Edinburgh Presentation** (by Mr Gillespie)* Huge investment by HHS into the DoE programme
* It can all be completed during the curriculum except for volunteering, which is completed on the own pupil's time (eg charity shops, religious groups)
* HHS runs a 2-yr DofE Gold Award model (only school in Glasgow City Council to do so)
* No member of staff to maintain / clean equipment; Mr Gillespie doing it all in his own time
* DoE programme currently free to pupils thanks to school investment and Pupil Equity Funding, however PEF only guaranteed for next two years. Investment in kit and training.
* Real cost per pupil = £25 registration + gold = £500-600 w/o kit, £1k with kit (silver £200-350) + food + transport
* Parent/Carer voluntarily donations could help
* **PC member question:** does the DoE programme follow a progression (eg have to complete bronze/silver before gold?)?
* **Staff answer:** No, can get into gold even not having done DoE previously. Silver usually completed in S4 (can start in S3 however limited). Gold start targeted at S5 pupils over 2 years (award received in Holyrood Palace, black tie/Royal event).
* Next yr, HHS likely to have more Gold Awards than rest of city put together (ie doubled numbers over a yr)
* **PC member Bernie asked** about the benefits of the DoE programme
* **Answer** **from Mr Gillespie**: team building/leadership experience, development of resilience, there is something special about being outdoors in challenging environments (e.g. have to carry own shelter, cook own food, given limited tools). Pupils are provided with high enough training to undertake challenging experience, share limited accommodation, experience impersonal situations
* **Parent Forum member question** over % of applicants vs accepted - figure unavailable
* **PC member Silvia asked** if the PC should lobby for PC/Parent Forum members other than staff to volunteer and qualify for DoE
* **Staff answer**: unfeasible as it takes about a year to qualify and they would then need to be available at specific times, and it wouldn't increase the possible number of pupils per group, it would only help make PE/staff job easier and also strict regulations around experience, PVG, etc.
* HT Mrs McAlaney advised that while Mr Gillespie is out of class, the school have to cover his class time with supply/other teachers and as there is no additional staffing for Duke of Edinburgh
* HHS staff appreciate the frustration over the limited number of spaces compared to the number of applicants, however staff are doing all they can to maximise the number of pupils accepted
* Some teachers interested in DoE qualifications, however on probation/training so difficult to train and lose them
* Plan B for unselected pupils: Maryhill Open Aware Centre offers DoE at 3 levels, only £20 registration (no other costs)
* PC member Karen: Downside of plan B, not really feasible in higher years due to workload, as DoE activities then not part of curriculum/not in school/outside school hours
* **PC member Andrea** asked if for unselected pupils, if there was an opportunity for them to organise activities themselves (instead of Mr Gillespie organising all DoE activities)
* **Staff answer**: very strict DoE guidelines in place, for pupil's own health & safety not allowing this
* **PC member Alasdair asked** what the Bottlenecks were (eg Expedition? Supply teachers?)
* **Staff answer**: Combination of things, backfilling issue, need more capacity at centre/within staff. HHS victim of own success, options being reviewed above school level (eg additional staffing).
 | * Mr Gillepsie to provide PowerPoint presentation
* Mrs McAlaney to request upload of presentation (or link to it) onto the HHS website
* Mr Gillepsie to think of ways PC can help
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| **Head Teacher Report*** Full HT report available from the HHS school website
* S6 Pathways information all on the HHS website
* P7 introduction was really successful
* Book swap last week went well
* Support Study: Saturday class quite popular with pupils, good uptake, survey out this morning
* Support for Learning - money tends to focus on latter yrs (before S5/S6 prelims) + Saturday 09.30-12 + New classes, 3 staff in school have been supporting help on how to study (Eng, PE and Modern Studies teachers, however class more general studies, warm space to do work, breakfast) + will also have S5/6 helping S4s how to study + new evening for Parents/Carers' evening (end Jan TBC) for S3?-S5 on how to study
* "Coping w/ stress" classes ahead of exams + goodie bag planned
* School clothes for pupils in need: school very grateful for donations of clothes/money for clothes. School now in a good place to help pupils with uniforms, however always in need of non-std clothing.
* Ms Higgins asked pastoral care to let her know of anything they give, to help replenish the "stock""
* PC member recommended to state the purpose of the visit to staff when going to local supermarkets and ask if any scope for discounts
* School Communications to Parent Forum: School texts cost money for longer information texts; 35% uptake of Groupcall/Xpressions; school to continue pushing to download the app
* In-service days - 29-Nov + 1 in Feb. Time will be used to reduce workload and bureaucracy
* Number of staff undertaking Mental Health 1st Aid + coaching/counselling qualification
* PC member Ali recommended to increase Parent Forum awareness during Parents' evening
* PC Chair Catriona advised the PC had a stall at the Christmas Fayre, flyers will be given, will try and get parents signed up to mailing list
* S2 to S3 subjects choosing - Staff working on developing pathways for all subjects; booklet coming out soon
 | * Mrs McAlaney to provide link to HT report
* Mrs McAlaney to confirm results of survey + re-send to PC how to study guide
* School will try to get parents signed up during Christmas Fayre
* Alasdair Downes to investigate the high cost of sending texts for the school
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| **Climate Change*** PACE (Parents and Carers Against Climate Emergency) is a PC sub-group; additional parents can join
* Aim: raise awareness of issues in school, support eco-committee, support school to be more sustainable, build links with other schools, campaign as/when required
* School eco committee focus: energy/heating in school, plastic waste in canteen, not enough water fountains, increase recycling in schools
* PACE has approval to run Parent Forum information evening; format not yet decided
* Glasgow hosting COP 26 in 2020, parents should be involved with this
* Liaising with Glasgow PC forum, however latter meetings stopped for time being
* Climate Ready Schools (Twitter @readyglasgow) group offering training on how to speak to children about climate change
* Hillhead Primary teaching climate change now as part of curriculum, some HHS pupils helping
* PACE will attend Winter Fayre, run prize draw
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| **PC Communications*** PC Sub group dealing with communicating as PC
* New single PC mail address: hillheadhighparentcouncil@gmail.com (Catriona/Chirsty handling currently)
* FB posts / Twitter tweets increasing
* MailChimp starting to be used (102 addresses currently) to communicate with Parent Forum, allows Parents/Carers to subscribe/unsubscribe
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| **Treasurer Report*** New PC bank account, 3 signatories (Chiara, Catriona, Chirsty)
* £400 received from GCC already for 2019; currently trying to get £800 backdated payment from previous 2 years which was denied by the bank
* Parents/carers can make donations
* PC Member Chirsty's submitted £2k grant applications
* No cost for using school for PC meetings, however costs implication for any PC event
 | * Sylvia working with Kathryn Farrow to try and recoup this money
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| **School Lockers*** Mrs McAlaney advised there was unfortunately not enough space on the school premises
* Not having a locker helps encourage S1s to take responsibility for their bags/clothes/etc.
* When iPads are rolled out in in 2020, it may help pupils have less to carry
* Reminder that Lost Property can be found in the Janitors' office
 | * Mrs McAlaney to ask the SFL team to remind pupils who use the base, that lockers are available to them
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| **Uniforms*** PC Treasurer advised that Parent Forum members had raised the issue that for a number of years, struggling to explain to pupils why some don't wear uniforms (in particular S5s)
* PC asked what can be done to help the school, how can we communicate to children
* Mrs McAlaney advised that the vast majority of pupils do wear uniforms and that Ms Higgins, Mr Neil and she stop pupils without uniforms at the gates in the morning and explain/communicate with them the need to wear a uniform (some pupils have genuine issues preventing them from wearing a full uniform)
* The school makes regular tannoy announcement/reminders, however this needs the support and goodwill from Parents - on-going negotiation with Pupils/Parent Forum
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| **School Computers Running Microsoft Windows 7 Operating System*** Raised by PC member Alasdair
* Mrs McAlaney unsure of information on Windows 10 operating system and will seek clarification.
 | Alasdair to complain to Glasgow City Council about Windows 7 as security risks after Jan 2020 (as OS no longer any updates) |
| * **Next PC meeting + AGM/Office Bearers election: Monday 17-Feb, 18:30, at Chinese Hub at Hillhead High School**
* **Minutes to be posted also on the HHS website, PC section**
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