**Hillhead High School Parent Council/Parent Forum Meeting Minutes** – **Monday, 23rd November 2020, 19:00**

* **Parent Council Members**: Catriona Futter (Chair), Chirsty Hamilton (Treasurer), Jerome Boué (Secretary), Karen Leeson, Andrea Fisher, Ali Downes, Tariq Ishaq, Bernie Mitchell, Kate Temple, Annabel Wright
* **School Staff:** Mrs Karen McAlaney (HT); Mr Steven Neil (DHT), Ms Nicola Higgins (DHT). Mr David Tait (PT)
* **Members of the Parent Forum**

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| **Topic** | **To do** |
| **Agenda for today’s meeting:**  1. Welcome and introductions (PC and staff)  2. School captains and vice captains: giving back to the local community at Christmas  3. Updates on how iPads are being used  4. Communication  5. PACE update including how parents can get involved (Annabel/Andrea)  6. Support for Learning  7. Etiquette and behaviour in school  8. Staffing update  9. Extra curricular activities after restrictions are lifted  10. Date of next meeting, which will be the AGM |  |
| |  | | --- | | **Welcome to PC meeting by PC Chair and Introductions of the PC and School Staff present at Meeting**   * 40+ members from the Parent Forum registered to join * Usually five PC meetings per year, AGM in February * Role of PC is to act as representatives of Parents/Carers Forum and work in partnership with school, work closely with Senior Leadership Team   **PC Members**   * Ali – children in S2 and S5, on PC for 1-2 yrs, deals with tech things for PC * Tariq – S4, S6, on PC past 8 years * Chirsty – S3, S4, S6, treasurer * Jerome – S2, secretary * Bernie – co-optee; associated with school since ‘92, assist SLT in matters to do with sporting provisions * Anabel – S4, on PC for a year, involved on PACE * Andrea – S3, S5, work in Children Woods and support John Muir + PACE group * Karen – S6, S3 and S1, attended PC for past 6 years, member for 2 yrs * Kate – S2, on PC over a yr * Catriona – S4, another daughter finished S6 earlier this year   **Staff**   * Mrs McAlaney * Ms Higgins * Mr Neil * Mr Tait | |  |
| **Giving back to the local community at Christmas**  **School captains and vice captains**   * School captains Mia & Cameron + S6 leadership team Carly, Julia, Eva & Gabriel * Role: voicing concerns/ suggestions from pupils, helps with events in school (e.g. Operation Donation), putting up posters, help make school better as such tricky time * Reason for Operation Donation, wanted to give back to local community and Glasgow, important to find a way to help out, difficult currently with Covid * Selected to work with local charity Refuweegee, which helps with welcome packs to refugees, donating clothing, toiletries, toys, etc. + letters of welcome * Also, selected to work with local charity Glasgow Foodbank – more based around local community, mainly food and toiletries, located in Scotstoun, lots of donations points , eg Waitrose Byres Rd (scheduled drop off once collection complete on 21/22-Dec) * Collecting from Nov 30th, with places for donations * Needed: Men/women warm clothing + non-perishable food * Encouraging donations through children in school * Sending out messages to individual year groups * Big thank you to the Captains/co-captains for the work they're doing.   **Question** – Other schools doing something similar?  **Answer** – Mr Neil: unsure but what pupils at HHS has been doing has been extraordinary; school proud, developed resiliency; only 6 S6 committees this year, really wanting to make a difference this year.  **Comment** – PC Member Tariq: well done, very important charities picked | * School to confirm lists of items needed to PC * PC to help get word out via Social Media * Mr Neil to reach out to PC for help with drop off if required |
| **iPads - Mr Tait**   * iPads fully rolled out – only teething issue is with wifi (over Glasgow, deployed more than 50k ipads across the city in 6 mths + upgrading wifi but engineers have been coming to the school to fix tech issues. * Staff have really committed to this, continuously use MS Teams * Brilliant to see some staff now qualified Apple teachers, no longer requiring support; down to staff taking ownership and driving this in the past year * Been collating data on what different teachers have been using their iPads in their classrooms (eg MS Team, OneDrive, Forms, Sway, Office Lens, etc.) and share with staff for their professional learning * Created list of all school/staff Twitter accounts – anyone can subscribe to these; another way to be involved and know what's happening in the school (https://twitter.com/i/lists/1110839752570400769) * Lot of videos made for parents, carers, pupils - if anyone unsure, go to school YouTube channel - now 50+, more than 40-50 videos to help support, staff, parents, pupils (<https://www.youtube.com/channel/UCGGLSsvH065TkKC8e4bnByg/playlists>) * YouTube video available from Mr Tait for ASN, ESL * Will continue to evolve, thank you Mr Tait, people can contact him if concerns/questions, any additional YouTube videos needed, pls send * PC very grateful to staff, opens ways for different ways to learn   **Question from Chair**: expectations in terms of parents/carers looking at work/HW on iPad  **Answer**: iPad is on loan from GCC so you should be checking the iPads for assignments via assignments tab, when assignments issued, they will automatically be added to personal calendar and sync with mail  **Question:** All homework now issued digitally? **Answer**: increasingly so but not always at present–this will continue to develop over coming weeks and months now pupils have iPads  **Question**: class test results posted online?  **Answer**: only shared with individual pupil not so a whole class can see |  |
| **Headteacher Update**  **Tracking Report**   * S6, S5, S4 already issued with individual tracking reports; S2 issued within next couple of weeks, S1 soon thereafter * Teachers distribute them manually; reminders will be put in newsletter and sent out via GroupCall Xpressions app. * Tracking reports cover subjects, no specific session for SfL/Pastoral Care, however, after reports are issued Pastoral Care teacher/SfL go through them and staff may contact parents to discuss areas of concerns   **Chair Comment**: huge thank you for all work being done  **Question**: Sample of tracking report available?  **Answer**: S3-6 all out, S1-2 not yet available; tracking reports are individual; covering letter that says any question is to be addressed with Pastoral Care teacher via mail. System works, doesn't replicate face to face meetings with teacher but good compromise. Work done so far has been really positive.  **Newsletter**   * Spotlight added, could be a lot longer given everything happening in the school, but feedback has been really positive.   **Online Parent Information Evenings**   * Went well for 1st attempt (60-70 at evening for S5-6, about 40 for future pathways session) * Comms for future Info Evenings will be done via GroupCall twice, tweeted + tannoy in school |  |
| **PACE**  **PC Member Annabel**   * PACE is a hub for everyone interested in improving environment * 8-9 members currently * Working on trying to keep things out of landfill (looking for places that take recycling, eg crisps packets collections) * Composting project to reduce food waste – “pupil for compost” champion would get training and compost bin for school; also available to parents – can contact Woodlands Community Garden * Children's Woods will also accept compost * Working w/ school eco community on projects + staff * Currently doing school sustainability, litterpicking, how to get rid of masks * Any way we could be involved, we would love to help * Plastic free school – school could sign up for it. * Traffic - went to Glasgow PC group – good point of contact for us all - any issues we have, they've dealt with it; working with councils and police Scotland on speeding, parking on pavement, etc., can advise us, recommend info is shared at P7 transitions * Getting FB group sorted soon * Ways to get involved, dropping off crisps packs, contacts at Glasgow Uni, specialist knowledge, campaigning, get in touch with the PC mail address   **Comment from Chair:** Fantastic work Annabel/Andrea have been doing |  |
| **SfL - Acting Depute Ms Higgins**   * Pupils support dept split into Pastoral Care and Support for Learning – work closely, however different roles * **SfL**: Pupils selected in SfL: starts at primary, enhanced transition, Mrs Campbell and Ms McGuire visit primaries * 90 pupils with Additional Support Needs (eg ESN, ASD, social/emotional/behavioural or significant events in their lives) * We have a lot of info coming into the school, good idea of what comes in + regular check-ins * **Pastoral Care**: all info given to SfL when pupils come into S1, interview every S1 in initial month * Help identified by pupils themselves, or parents or staff, specific to individual pupil * Ms Higgins happy to be contacted directly on Glow * **Counselling**: over 50 pupils seeing external counsellor (10 pupils on waiting list) * **MCR pathways** coordinators run mentoring scheme in school; working through new referrals, with mentors coming into school   **Question**: Adequate staff in PC/SfL in light of demand?  **Answer**: lot of support in terms of counselling, usually lot of speakers in PSE/assemblies, hopefully later in the year; some organisations have mailed presentations/voice over in meantime  **Comment from Chair**: As parent body, important to express recognition of what staff are doing. |  |
| **School Etiquette**  **HT – Mrs McAlaney**   * Energy commitment of S6s is high; most pupils have been exceptional * Pupils encouraged not to drink energy drinks in school * Pupils encouraged not to chew gum * School Values: tannoy, posters, pupils very polite, very resilient, very positive, are wearing masks. Pupils are incredible and have coped so well |  |
| **Staffing**  **HT**   * Few cases of staff having to self-isolate * Currently missing teacher in Biology but cover in place for most senior classes * Staff have been so supportive of each other and pupils * Glasgow currently recruiting additional teachers * Parent forum should be supporting staff by checking iPads, etc. |  |
| **Next** **meeting Monday 25th Feb via Zoom; if want to be part of PC, please contact Parent Council Chair** |  |