**Hillhead High School Parent Council Meeting Minutes** – **Monday, 25th January 2021, 19:00**

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

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| **Topic**  | **To do**  |
| **Agenda for today’s meeting:**1. Current issues and challenges with home learning
2. How do we as parents know that pupils are keeping up with the curriculum
3. Tracking and reporting
4. Well being
5. Possible donation of books to the school from a parent
6. **Note date of March meeting is TUESDAY 23 March (on website as Monday 23 March)**
7. Date of **next meeting is 15 February**, which will include the AGM
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| **Welcome to PC meeting by PC Chair*** PC members Ali, Andrea, Karen and Jerome volunteered to become PC bank account signatories
* PC member Tariq will be stepping down from the PC due to other personal commitments
* One vacancy on PC, election will be at the AGM on Feb 15
* Thank you mail from parent for FB and Twitter PC communications
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 | * Kate/Annabel to reach out to parents/carers with younger children, who may be interested in joining the PC
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| **Parents/carers concern over pupils keeping up curriculum + wellbeing****PC Parents*** Tariq – S5 parents are concerned about lack of visibility as to when schools would return (eg after Easter) and impact on prelims, exams, etc.
* Ali – unsure how teachers feel about live lessons however impression from other parents that live lessons are really loved by pupils
* Andrea - would be good to get guidance around Highers
* Karen – concerned about S6 grading still being unclear, however positive feedback about live lesson, based on request from pupil; older pupils getting on ok it seems
* Annabel – live lesson/check-ins really valuable, creates connection; Nicola Higgins speaking to S4 about healthy sleeping habits
* Kate - really appreciate check ins
* Catriona – very appreciative of what the school is doing

**HT Karen McAlaney*** This week, SQA publishing guidelines for all subjects, what will be covered in assessments.
* Focus is currently to be on learning & teaching, not so much on assessments
* Will hear on 02-Feb what the plans will be
* Once pupils are back whether blended learning or FT, will plan for assessments
* Council, Gvt, SQA giving same messages
* Planned originally to do communication meeting end of Jan but no point to do it before 02-Feb announcement

**DHT Steven Neil*** Biggest challenge is to keep things calm as head of S5/6s
* Lot of questions at end of assemblies in past couple weeks - Qs about evidence for assessments, prelims, final exams, etc
* Feeling of anxiety/uncertainty
* Message = idea that every piece of work has value, not to strike fear but to give meaning to all they're doing
* Specific evidence would come from tests/exams
* Focus on engagement and requesting support, to ensure we engage as best we can
* Doing assemblies, started a virtual office today - invite goes out on MS Teams to pupils individually; 10mn chats w/ some pupils - 8 pupils dealing with issues (college apps, references, their struggles, etc.), trying to re-create real environment
* Ms McGuire and Ms Black offering health & well-being virtual sessions

**HT Karen McAlaney*** Connections - parent and pupils surveys results coming through - overarching message = connection is critical
* 1st week focus was confidence of staff - more live lessons than they were earlier this month
* Document to come out this/next week: what to expect for each subject in terms of live lessons
* Will be live parents/carers lessons, more happening with check ins
* The older they are, the more they like time on their own to do their work and come back
* Some parents are stressed about pupils struggling with routine

**DHT Nicola Higgins*** Pastoral care focus in January = UCAS apps, personal statement, high number completed
* Made contact with families, those needing extra support
* Pupil support team meeting every 6 weeks, Ms Black chairing
* Joint support team meeting taking place tomorrow
* Pastoral care will help contacting families of pupils where there might be issues of engagement with school work (S5/6)
* Support For Learning (SFL) working on various things: F2F check-ins, keeping momentum going (phone or Teams call)
* Making up packs for certain pupils, incl. stationery
* SFL teacher put together support packs to use iPads
* Ms Black S1-3/Ms McGuire S4-6, 30mns drop in - pupils can go and ask Qs - next week
* Assemblies on-going, taking place on Fridays period 5
* Virtual Office - being discussed if other year groups deputes could run them
* People from community also volunteered to help families in hardship
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| **Pupils Health & Wellbeing****DHT Nicola Higgins*** Recent assembly covered sleep, routines, good eating habits, monitoring screen time
* At Senior Leadership Team (SLT) meeting, output of survey required wellbeing info – Ms Black/Ms Higgins working on this, considering having an information evening for parents
* Important to try and keep timetable, including intervals, lunch break
* Too much time on screen, not enough time outside, makes more difficult to sleep at night
* PE Challenges/options set by PE teachers, may not be for all but may help some
* Idea of competition/quiz for younger ones, much easier thing to engage with as structured
* Registration every morning to make contact - pupils must check in with their deputes, ways to track who logs in
* Need teachers and pupils to turn their screens off at night
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| **iPad Technical Support*** Question whether pupils still having technical issues
* Following 1st survey, Stuart Brown contacted all parents who had flagged issues
* Based on results of 2nd Survey for pupils, Stuart Brown will contact pupils/families as required, issues being tackled on case by case basis
* Stuart brown made 130+ calls to get tech issues resolved
* Team checking if pupils haven't logged on so can provide support
* Surveyed all pupils who didn't have wifi - 15 families didn't, and were able to receive wifi dongles from Gvt; some pupils have highlighted issues with connection - school have been helping getting SIM cards for Hotspot to connect
* YouTube links issue didn't work - now resolved
* If any issue, best to contact Stuart Brown directly by phone or via Teams
* Teachers now scheduling loading schoolwork, helping backlog
* Pupil survey closing Thursday, 1/4th of pupils have responded already
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| **Additional Items****Books Donation*** Parent offering to give out books, to be available in foyer
* donating books is fine but if have to return them, much more difficult, complex, very strict guidance around Covid
* Books could be made available to the library or for pupils to take home (and share with their peers when finished)
* Catriona will connect parent who is offering books with Karen McA and school librarian to discuss options

**Thank you e-mail to Staff*** Thank you to PC member Andrea for thank you emails to teachers; staff were really grateful.
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| **Next** **meeting Monday 15-Feb-Mar, which will be AGM, via Zoom, 19:00-20:30** *(annual AGM will be short, including Chair’s report, Treasurer’s report and election to PC to fill one place.*  |  |