

## Hillhead High School Parent Council Meeting Minutes – Tuesday, 27<sup>th</sup> September, 18.30

**Parent Council:** Catriona Futter (PC Chair), Ali Downes (PC Treasurer), Sandra Huettenbuegel, Valentina Kskhafa, Sam Bartlett, Bernie Mitchell, Ram, Kiki  
**School Staff:** Mrs Karen McAlaney (HT), Ms Nicola Higgins, (Pastoral Care and covering for Mr Neil), Mr Jack Richardson (Acting DHT) Mr Tom Carson (Acting DHT), Miss Kirsten Campbell (PT of Pastoral Care)  
**Parent forum:** 24 members of the Parent Forum  
**Apologies:** Astrid Azurdia, Jerome Boué (PC Secretary), Andrea Fisher

Topic	To do
<p><b>Welcome &amp; Introductions – PC Chair</b></p> <ul style="list-style-type: none"> <li>• Welcome from PC Chair. Intros from the Parent Council:               <ul style="list-style-type: none"> <li>○ Catriona – Chair, parent of a child in S6, Chair since 2020</li> <li>○ Valentina –parent of S3 and a child in S1, joined in 2021</li> <li>○ Ram – joined in 2021, daughter in S3, minibus fundraising</li> <li>○ Sandra – parent of 2 children – S5 and S2. Joined Parent Council 2021, looks after second hand uniform</li> <li>○ Kiki – joined in 2021, daughter in S2</li> <li>○ Ali Downes – one child in S4, treasurer</li> <li>○ Sam – daughter in S2, responsibility for school grounds, sustainability, joined PC in 2021.</li> </ul> </li> <li>• Three year term to be on Parent Council. Maximum of two 3 year terms, can stand for re-election after one year mandatory break.</li> <li>• Introductions from teachers:               <ul style="list-style-type: none"> <li>○ Kirstin Campbell – Pastoral Care</li> <li>○ Nicola Higgins (currently covering for Steven Neil for S5</li> <li>○ Tom Carson –currently covering for Steven Neil for S4 and also Acting Depute Head Teacher</li> <li>○ Karen McAlaney - Headteacher</li> <li>○ Jack Richardson – Depute S6</li> </ul> </li> </ul> <p>Concerns related to individual queries (children-specific) should not be raised at the meeting.</p>	

<p><b>Minutes and actions arising from last minutes</b></p> <ul style="list-style-type: none"> <li>• Minutes approved – Sam and Ram.</li> <li>• Astrid is stepping down in her role, we have a space on the Parent Council. Martina Johnston-Gray expressed interest to join the council. She is already a member of the Glasgow City Parents Group and brings a wealth of experience and connections. AGM is going to be in Jan-23 when there will be opportunities to stand for vacancies on the PC.</li> <li>• Survey on parents’ evenings - will be covered shortly</li> <li>• S6 leadership - to be covered shortly</li> <li>• School grounds - finally able to fund new basketball hoops. Massive thanks to Ali for sorting out money. Used well and very popular. Has been a PC priority for years after many requests from pupils.</li> <li>• Friday 5 - to be covered under Headteacher’s report</li> </ul>	
<p><b>S6 Leadership – new school captains</b></p> <ul style="list-style-type: none"> <li>• Introductions - Betty and Ali</li> <li>• Mr Richardson gave an update on process for becoming captains: <ul style="list-style-type: none"> <li>○ Month long leadership academy with load of leadership activities including a number of committees. Every S6 is member of a committee. Part of S6 leadership award process.</li> <li>○ Application had to be submitted to be part of the leadership team.</li> <li>○ 30 applications (out of 160 pupils in S6) and everyone was interviewed 1-2-1. Fantastic candidates.</li> </ul> </li> <li>• Betty said that there are plenty of plans for the year and they have a good team.</li> <li>• Ali ran through things completed to date - updated club board in the hall, timetable; visitors to the school - taking them around the school, our school values. Activity for kids during PE - if they forget their kit, they need to do litter picking. Also did Pakistan flood appeal - went out to classes, asked for donations during lunches and breaks. Raised £793 plus food donations.</li> <li>• Betty talked about plans for Black History Month; activities for mental health awareness; one of the main activities - planning to organise subjects fair - will get S5 /S6 pupils and teachers from each subject to help support subject choice for S4&amp;S5 to get insight of what they would do in the class. Online safety project for S1 - part of their PSE lessons over 6 weeks - arranged by vice captains.</li> <li>• Tremendous amount of work alongside with doing their lessons.</li> <li>• Brief overview of S6 leadership team. There are: <ul style="list-style-type: none"> <li>○ 2 captains, 4 vice captains, 20 prefects make up the S6 Leadership Team</li> <li>○ there are three sub groups: <ul style="list-style-type: none"> <li>▪ Raising attainment and achievement group</li> <li>▪ Community group</li> </ul> </li> </ul> </li> </ul>	<p>Catriona will put Sam and PACE with S6 leadership team via S6 community group.</p>

<ul style="list-style-type: none"> <li>▪ Equity and Equality group</li> <li>• Links with Parent council groups - PACE and Sam for school grounds work, potential for us to work together with school, S6 leadership team and the parent council. Community group will be a good link for eco committee, PACE, Sam.</li> <li>• Minibus - would love to work together in terms of ideas for mini-bus. There is a charities committee.</li> <li>• There are a lot of plans for in-school activities. Can work with the Parent council to progress this.</li> <li>• If there is any way we can work together and promote go fund me page?</li> <li>• Commendable that school kept meritocracy and having 30 pupils is a demonstration of the school, its values and achievements.</li> <li>• Huge praise to Jack Richardson to encourage pupils to apply, enormous amount of work has gone into this.</li> </ul>	
<p><b>Update on minibus fundraising campaign</b></p> <ul style="list-style-type: none"> <li>• Bernie explained why we need the minibus, which has been a focal point for the school for many years for social and extracurricular activities. It is used by all departments of the school. Lack of public transport places demands on the budget and use of taxis.</li> <li>• It is the opinion of everyone associated with the school to move this forward.</li> <li>• There are no Glasgow City Council funds from this. We have to raise it internally and externally.</li> <li>• Need to reach a target of £35-40K. School will benefit hugely from this, including Duke of Edinburgh award scheme.</li> <li>• Jack reiterated - we have a largest D of E offering in the country. It is free of charge for everybody. 12 people got gold award in Glasgow, 8 came from our school. Minibus saves a fortune in transport costs to expeditions.</li> <li>• Update on fundraising activities so far: <ul style="list-style-type: none"> <li>○ Quiz - nearly £1300</li> <li>○ School fayre - £500</li> <li>○ Submitted applications to Tesco community scheme (up to £1K) and National Lottery (up to £10K)</li> <li>○ Trying to get some money from ITISON GlasGlow - in process.</li> <li>○ Go fund me page - collective launch of the go fund me page - comprehensive information on page.</li> </ul> </li> <li>• Agreed that there will be a concerted push for the launch of the go fund me page. <ul style="list-style-type: none"> <li>○ Re-tweet, share, via all school accounts.</li> <li>○ On the 3rd of October - Catriona will contact Jerome, craft a message for Twitter and email with link to go fund me page.</li> <li>○ All parents please re-share.</li> <li>○ Any money will make a huge difference.</li> <li>○ Will do it via Twitter, Facebook, email, school website</li> </ul> </li> <li>• There is about £400 raised on this page already.</li> </ul>	<p>Go fund me page – launch on 3<sup>rd</sup> October PC to push through twitter, Facebook, comms, email</p> <p>Parents – to share</p> <p>Sally to find a contact for UoF re minibuses for the PC to approach and Catriona to email</p>

- Suggestion from Ram to add any influential people, councillors, copied local councillor. Worth doing this as well. If you know any tags, please do that.
- Keen to encourage children to fundraise for this amount.
- Question: Can we approach Glasgow of University to borrow on of their mini-buses? (from Sally Baker, parent)
  - Answer: Worth checking although the school has strict insurance and health and safety regulations that might mean this is not possible.
  - Action: Sally can find a contact for UoG re minibuses
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- Reminder to use 'easy fundraising' app – purchases will raise funds for the school. Booking holidays would add quite a bit and more donations are being brought in.

**Brief Head Teacher's report**

- Start of term has gone very well. S1 pupils have settled in well as have a number of new pupils across year groups. School is fully staffed. The school is full with the roll at 1048. There are currently catchment waiting list.
- Delighted to welcome a Home Economics Teacher after 6 years without one. Initially will be for S6 and S2 with a plan to expand to other year groups in the coming years - hopefully will be able to employ a second teacher in the next couple of years.
- Depute Head Teachers wrote to parents and carers in the first few weeks of term outlining all important dates for the year group and all key information. Letters were sent out via our school app or email.
- School Improvement Priorities shared. More information was shared with Parent Council Meeting with SLT earlier this month. Lot of work undertaken to consult all stakeholders and to ensure that we have a School Improvement Plan that is realistic and relevant.
- Tom Carson has been appointed Acting Depute Head (Raising Attainment in the Senior Phase) for 23 months. He will lead the school's Pathways Team - Small team of staff with a focus on raising attainment. Universal support available for senior phase pupils– e.g. supported study programme -both in person and online. Regular sharing of information with parents and carers via our school app, email and Twitter. Info also added to website. Pupils get daily reminders on the tannoy, messages on their Year Groups Teams pages, reminders at weekly assemblies etc. The online study offer is very extensive and pupils can log in via their iPads. Tom Carson tracks attendance at in school supported study. There are live lessons where pupils can ask questions as well as recorded sessions pupils can access at a time that suits them. These are proving popular with pupils. There is support before and after school each day. Grateful to so many teachers for making themselves available to support pupils. Targeted support -there is also targeted support for certain pupils identified via tracking. The core Pathways Team meets every week and reviews tracking reports etc. The extended Pathways Team team includes the core team plus Miss Campbell (Pastoral Care Link), Mr McFarlane (PT of Skills and Achievement) Miss Kayleigh Smith –

(Developing the Young Workforce co-ordinator) and Ms Eileen McLeod (MCR Pathways co-ordinator). The group discuss attainment, wellbeing and future pathways. Every S4 will be assigned a coach to check in with as an additional layer of support. More information is in tracking reports for S4.

- Many thanks to all staff for the range of extra curricular and wellbeing activities being offered to pupils. Again these have been shared via our school app, email, school website, Teams pages, Twitter and regular tannoy reminders.
- Question from a parent: What is the difference between a coach and the pastoral care teacher?
  - Answer: It is another level of support, can ask for any help academic or pastoral, they can signpost. It is another relationship.
- S5 has their coaches from last year.

#### **Update on survey and comms**

- Parent/Carer Survey at the end of last term on communication and school improvement. Key messages were:
  - Most parents/carers very happy with communication from school.
  - Almost all find the newsletters extremely useful or useful
  - Most have signed up to the school app which is our main way of communicating with families
  - Half use Twitter and enjoy seeing what is going on across the school on a daily basis; half do not use the app.
  - About 80% of parents/carers do access the website at least once a session and just over a quarter access it often
  - Just over half thought the additional themed newsletters (e.g. Cost of the School Day, Learning for Sustainability) were extremely useful or useful. 12% never read them and 1% did not find them useful.
  - Almost 60% of parents/carers had not looked at the school YouTube channel this session. The channel has over 150 videos – most created to support parents / carers/ pupils with iPads or to share information on the school
  - Almost all parents/carers thought the online booking system for Parents Evenings worked really well
  - For this session 2/3<sup>rd</sup> of parents/carers wanted to return to face to face Parents Evenings, 1/6<sup>th</sup> wanted them to remain online and 1/6<sup>th</sup> did not know or had no preference
  - For those who attend Parent Council/Parent Forum meetings – just under half of respondents – the clear preference was to have a mix of online and face to face meetings.
  - Parents and carers were most looking forward to clubs returning in the new session.
- Online safety training / session will be done. Content from young person point of view - excellent work by pupils.
- Studies skills for parents
- Cost of School Day booklet which provides links and information.
- Say Yes to Hillhead Dress - set up last year - will continue.

<ul style="list-style-type: none"> <li>• Great to see recycling culture being embraced by the school, normalising second hand and highlighting sustainability, not just cost of the day and financial impact.</li> <li>• A lot of consultation about MTA (Minority Time Activity, last period on a Friday, known as Friday 5 for the last two years) - will relaunch after October half term week and be known as Friday 5: <ul style="list-style-type: none"> <li>○ S1 will do John Muir &amp; Crest Science</li> <li>○ S2-S4 - can choose from a list of options shared with them</li> <li>○ S5 - life skills</li> <li>○ S6 – committee structure</li> </ul> </li> </ul> <p>There will be a presentation to pupils and it will be sent out to parents and carers via school app and email by Mrs Campbell-Marzella.</p>	
<p><b>Homework</b></p> <ul style="list-style-type: none"> <li>• Some parents raised concerns about children not having enough homework in S3 in comparison with other schools. Other views also shared.</li> <li>• Ms McAlaney advised that in 2020 there was a big review related to homework and home learning. Always a variety of views with some wanting more and others less, but overall it was felt at this time that the balance was right.</li> <li>• Currently the school is looking at curriculum review – national and GCC focus.</li> <li>• Headteacher will ask subject leaders to produce information about rough idea for homework for each area, setting out expectations and links.</li> <li>• part of update of the curriculum rationale will include home learning - what is the collective view of homework between parents, teachers and pupils.</li> <li>• The school is being sensitive to homework. It should be about quality of homework rather than quantity - if they are not incrementally learning. Also have to consider cost of the school day in relation to homework.</li> <li>• The school does need to prioritise and in some cases say ‘no’ to some initiatives in order to manage and protect staff time to focus on agreed priorities in the school improvement plan.</li> </ul>	<p>School will share information about expectations for homework for subject areas</p>
<p><b>PACE update</b></p> <ul style="list-style-type: none"> <li>• Ruth provided an update from PACE – Regular meetings between PACE and the school.</li> <li>• The sub-committee is going to change name but is hoping to continue - looking at how this is going to be done. Previous work included close work with school and eco committee.</li> <li>• Definitely want to keep it going but there is a need to focus as everyone has a lot on. Going to have a physical meeting to target a couple of things. If anybody is interested in participating - PACE will be delighted - please contact via parent council.</li> <li>• Links to school grounds, litter.</li> <li>• Great partnership last year and would like to keep this up and also to link with school eco group.</li> </ul>	<p>Sam will get in touch with S6 leadership and will provide an update on school grounds at the beginning of the next PC meeting.</p>

<ul style="list-style-type: none"> <li>• Main achievement was this communication.</li> <li>• Action: after physical meeting Sam can get in touch with S6 leadership, school grounds update at the beginning of the meeting.</li> </ul>	
<p><b>Financial update to constitution</b></p> <ul style="list-style-type: none"> <li>• Draft accounts for 2021-22 - need to be audited and then signed off at AGM.</li> <li>• Financial year ends on 31<sup>st</sup> July – balance of just over £3000. Little movement since then.</li> <li>• Easyfundraising - (small percentage donations received when making online purchases with certain suppliers e.g. Amazon, Booking.com etc.) . £70 raised. Very simple to do and no additional cost so need to promote more and be more aware when buying online.</li> <li>• Updated wording on Financial matters and handover between treasurers in the Constitution was discussed. The PC Forum attendees were happy with the wording as distributed and this wording was approved during the meeting.</li> <li>• Action: need to update constitution on the school website.</li> </ul>	Update constitution on the school website
<p><b>Update from the Chair</b></p> <ul style="list-style-type: none"> <li>• Festival of Social Science - 22nd October - Scottish Youth Theatre - second school students - social science through gaming - Jerome will tweet. Refreshments will be provided</li> <li>• Option to invite Skills Development Scotland team for November 2022 meeting - happy to come along. Karen will email chair and them. Next meeting will be online.</li> <li>• Will be good way to expand people’s horizons about what they can do. Will be good to have careers highlight at next meeting.</li> <li>• The Chair reminded that the previous poll highlighted desire for mixed meetings - in person and online. Next meeting will be on Zoom. Feb meeting will be in person.</li> <li>• Minutes are available for those that can’t come.</li> <li>• Question from parent: About vaping Would like to bring it to notice to the headteacher. and teachers.</li> <li>• Answer: Karen advised that vaping is taken very seriously within HHS. Regular toilet checks, PSE lessons on dangers etc. If children are caught, this is shared with parents, devices are confiscated, parents are involved in tackling issue.</li> <li>• Comment from Martina, from awareness of other schools in Glasgow, HHS is much more proactive in addressing this than some schools and is to be commended for this.</li> <li>• Suggestion of involving the S6 leadership team in discussing the dangers of vaping with younger pupils.</li> </ul>	Catriona will invite Skills Development Scotland team to Nov-22 meeting
<p><b>Closing Comments from Chair</b></p> <ul style="list-style-type: none"> <li>• Thank you so much to all parents/carers and staff for joining tonight, really supportive of all staff.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Next Meeting: Monday 21 November, 7pm on Zoom. Details nearer the time.</b></li> </ul>	

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• <b>PC Meeting End</b>	