**Annan Academy Parent Council**

**St John’s Road**

**Annan**

**DG12 6AP**

 **MINUTE**

 Zoom Meeting – Monday 9th November 2020

1. **Present**

Gary Coupland (Chair), Susan Speight, Trevor Oakes, Rachel Nicholson, Alison Oliver, Helen Mitchell, Karen Smart, Alan Kay, Susan Brydson, Fiona Skoller, Ruth McNally, Stuart Hamilton

1. **Matters Arising**

* 1. Gary welcomed Susan Speight to the role of Acting Head Teacher.
	2. Head Teacher post has been re-advertised. Closing date of 15th of November with preliminary interviews to be conducted on 26th November and final interviews expected to be held on 4th of December (date to be confirmed). If any PC members are available to assist with the final interviews, please advise Gary.
	3. New allotment - a lot of businesses have been helping out with getting these set up. Expectation that they will be able to be used by pupils after the Christmas break.
	4. School Trips – we have been advised that the Ski Trip has been cancelled and refunds should have been completed. Netherlands trip is still planned to take place, as this is run annually, funds are held by the school until nearer the date of the trip so if cancelled and refunds are required, this will be easy to facilitate.
	5. Risk Assessment (as shared earlier by Gary) was discussed. This will be available to all parents to view on the school website, with a link being provide on the School App. If a paper copy is requested, this will be provided. Susan advised that there may be further updates to come for buses with potential for seating plans – this will be confirmed in due course. There have been no positive cases amongst the pupils to date, although some are self-isolating due to close contact, school work is being issued via teams and glow to these pupils.
	6. Any increased temperature and pupils are to be sent home - any recorded over 37.8 degrees.
	7. Parents evenings – as these cannot currently be held, proposals for parents to be able to contact teachers (per email circulated prior to meeting) is to be progressed. Contact will be able to be made, where necessary, via telephone, email or teams.
1. **Date of next meeting**

7th of December at 6pm via Zoom.