**Annan Academy Parent Council**

**St John’s Road**

**Annan**

**DG12 6AP**

**MINUTE**

Zoom Meeting – Monday 22nd March 2021

1. **Present**

Gary Coupland (Chair), Susan Speight, Rachel Nicholson, Alison Oliver, Helen Mitchell, Karen Smart, Fiona Skoller, Hazel Dalziel, Alan Kay, Trevor Oakes, Darrenn Moffett & Ewan Murray apologies from Ruth McNally & Stuart Hamilton

1. **Matters Arising**

* 1. Tracking Reports – further work has been carried out to better explain and clarify ratings for Effort and Behaviour – these are now almost finalised and will be issued along with the tracking reports as appropriate so that the meanings are easier to understand (copy of expected wording is attached).
  2. S4 & S5 – Recommendations for next academic year have been delayed due to Covid. Recommendations will be based on progress since August. Expected wording as follows :-

S4/S5 Recommendations 2021

Based on current progress, I believe **NAME**to be capable of further study in **SUBJECT(s)**at **LEVEL(s)**next session.

Based on current progress, I believe **NAME**to be capable of further study within the**NAME OF FACULTY**and would suggest **COURSE NAME(s)** at **LEVEL(s).**

Based on current progress, I believe that **NAME**would struggle with further study in **SUBJECT**and should consider learning opportunities within other faculty areas.

*Maths/English only:*

Based on current progress, I believe that **NAME** would struggle with further study in **Mathematics/English.** Name will be allocated 1 period per week of **LEVEL Numeracy/Literacy** as part of their core provision. This does not need to be listed as an option choice.

The recommendations will be advised by the 23rd of April. Options forms for S4 -> S5 expected to be handed in by the 27th of April and S5 ->S6 by the 5th of May

Adjustments may be required once the assessment opportunities have been completed.

Pupil support meetings if required most likely to be carried out over Microsoft Teams (parents visiting school will be dependent on any Covid rule updates)

* 1. Timetable for the first block of assessment opportunities to be completed in April will be emailed to pupils before the Easter Holidays.

There will be a further block of assessment opportunities in late May to allow teaching time in between blocks, also to allow sufficient time for the assessments to be marked and quality assured in line with SQA guidelines.

* 1. If anyone requires additional support to complete the assessments, arrangements will be made to allow for the support to be provided as appropriate.
  2. Quality assurance will be that a sample of question papers will be checked by another teacher in the department, there will also be a sample sent to another school in D&G to be marked to ensure that there is a consistent approach to the marking. SQA will also carry out some quality assurance checks to ensure grades are fairly awarded nationally.
  3. Pupils will receive their marks back once assessments have been completed and individual conversations will be had with pupils as to whether they need to do the further assessments (this will be subject specific dependent on the evidence which has been gathered so far – some subjects have more than others).
  4. Senior Phase Pupils will be advised provisional grades prior to or on the 25th of June (date to be agreed across D&G), SQA will then check these for any administrative errors
  5. Expectation that after school study will re-commence after Easter with the teachers who offered it previously.
  6. Career advisors are available online, however will be back in School after the Easter break.
  7. Attendance figures have been very good for the 1st week of blended learning. Pupils have been very good with wearing of face coverings and attitudes have been great with social distancing too.
  8. Ewan Murray is hopeful that he will commence the Head Teacher role on the 19th of April. Paperwork currently in progress.

1. **Date of next meeting**

Tuesday 27th April 2021 at 6pm via Zoom.