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| **Present:** Anne Witherow (chair), Craig Gibson, Val Forsyth, Alan Donaldson, Elizabeth Robertson, Muriel Russell, Sarah Jones, Catriona Moreland, Sandra Campbell, Gail Baxter**In attendance:** Alex Johnstone |
| **Apologies**: Nil |
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| Item |  | Action: |
| **1** | **Welcome and Apologies**Craig welcomed everyone to the meeting as Anne was having IT difficulties with WebEx. |  |
| **2** | **Minutes of last meeting 13/01/20 – read and accepted****Proposed by :** Craig Gibson**Seconded by:** Val Forsyth*Minutes to be emailed to school office for display on school website* | **Anne** |
| **3** | **School/ Head Teacher’s Update** *(full presentation on school website)*Craig gave a presentation detailing what had been happening in the school since its closure, the Recovery Plan and the actions taken for the August restart. **School Recovery Plan Priorities**1: Social Distancing and Health & Safety2: HWB on return to school 3: Equity Issues/Closing the Gap4: Continuity of Learning**August Restart** Options re-interviews In-service day(s) Support for staff/pupils S1 & S5/6 induction Pupil/staff/parent guidelines upon return (movement around the school/use of Toilets/assemblies/interval/lunchtimes etc.) Separate entrances/exits for year groups Staggered lunchtimes Provision of PPE Staff absence Focus on health and wellbeing – staff/pupils Pupil Support provision**Return to School/ELC Guidance** Scottish Government guidance on the reopening of schools and ELC– 30/7/20 Read alongside latest Health protection Scotland guidance Full time return confirmed for all pupils ELC – S6 Terms *“should”* and *“may”* or *“may wish”* *Requirement for RAs to be conducted and updated* *“Pragmatic and proportionate control measures which reduce risk to the lowest*  *reasonably practical level.”* *Plans in place to review controls* *Need to communicate with all stakeholders***COVID-19** Covid RA – individual assessment No ‘all staff’ meetings Enhanced cleaning schedules/personal responsibility Provision of wipes/sprays for each classroom Signage/sanitizing stations Induction presentation/information for staff/pupils/parents Staggered start for pupils during first 3 days back**Risk assessments** Whole school RA Departmental RA Individual RA Vulnerable Persons RA Consortium RA**Staff Update****Moved on:**Evelyn McKayJoyce LangKate BeatonRachel O’NeilShannon CampbellGuy NicolWilliam Brown (secondment)NQTs**Welcome:**Kevin McLaren - PECalum Edenborough - History Shaun Kavanagh - Modern StudiesLauren Bolger - BusinessSarah Wilkinson - MathsKenny Osborne -MathsDonna Louise Hurrell – BusinessCarly Blackman – Geography**NQTs:**Elaine Hallet - Religious EducationCarla Findlay - MathsKatie Lynch - Art & Design**Future Events**S4 Information EveningP7 Information Evening 2 SeptemberINSET Day 4 SeptemberPrize giving Ceremony 10 September -TBCSponsored WalkS1 Parental Tours 16-17 SeptemberUCAS Information Evening |  |
| **4** | **Finance** The current balance in the account is £1215.40 |  |
| **5** | **Chair update**Anne gave a brief overview of PC business since that last meeting in January. The process of adding Muriel to the bank account was back underway after being suspended due to the COVID outbreak and should be completed in the near future. There will be no PC or fund raising events until further notice. |  |
| **6** | **Future Events Planner**AGM- Will be a virtual WebEx meeting. Advert will be sent via school email asking those who wish to attend to submit their email to the school office. Invitations links will them be sent out on a first-come-first-served basis after PC members have been invited. Craig will schedule the meeting on WebEx and send out the advert email then the invitation emails. Anne will prepare AGM paperwork. | **Anne/ Craig** |
| **7** | **School Improvement Plan**Not discussed. |  |
| **8** | **AOB**Prize Giving – Craig and Val informed that the prize giving would not go ahead in its usual format due to the COPVID restrictions. An event to recognise pupil success will be held in school time for the pupils only with pictures taken for parents/families. These may be displayed on SWAY, the same platform the school newsletter is on, subject to parental consent. Date and further details TBC.Advance Highers – Anne had been asked by a parent to raise the matter of reduced teacher-facing periods for Advanced Highers. Craig explained that following a local authority decision Advance Highers will consist of 4 teacher-facing periods and 2 periods of self–directed learning. (Had previously been 6 periods teacher-facing however this was more generous than in most local authorities). This is in part linked to resources, however will encourage pupils to develop the independent learning skills they will require in further/higher education. Departmental staff will as always be available for pupil support either face-to-face at a mutually agreeable time or via Teams.S6 Study Periods – Pupils will be allowed to sign out of school for 2 double periods a week, an increase from previous yearsCyber Bullying – Anne reported a grandparent of a S1 pupil had been in touch concerned about this matter. He was reassured the school take this matter very seriously and address the issue with the pupils several times in the year through many platforms including guidance , PSE and the School Police link Kirsty Boyd. He was also advised if he had any specific concerns regarding this or a child’s wellbeing he should contact the school directly or Police Scotland.Anne closed the meeting and thanked everyone for attending.  |  |
| **9** | **Date of Next Meeting**AGM Monday 21 Sept 2020 at 7pm via WebEx |  |