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| **Present:** Anne Witherow (chair), Sandra Bao, Gail Baxter, Sandra Campbell, Alan Donaldson, Val Forsyth, Craig Gibson, Alex Johnson, Sarah Jones, Lyndsey Keenan, Catriona Moreland, Muriel Russell, Claire Wooler  **In attendance:** Graeme Brooks, Jan Wilson | | |
| **Apologies**: Martin Brennan, Elizabeth Robertson | | |
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| Item |  | Action: |
| **1** | **Welcome and Apologies**  Anne welcomed everyone to the meeting. |  |
| **2** | **Minutes of last meeting 26 October 2020 – read and accepted**  **Proposed by :** Val Forsyth  **Seconded by:** Gail Baxter  *Minutes to be emailed to school office for display on school website* | Anne |
| **3** | **School/ Head Teacher’s Update (**full presentation on school website)   * Remembrance Service – new format of broadcasting across the school speaker system proved successful and will be the new way forward. * Reporting S4-S5 * Children In Need – Over £2k raised. Well done to all involved. * Young Enterprise * James Watt Wander – Clydeview had 3 finalist in this project who got the opportunity to plant a tree and were presented with a certificate. All entrants received a goody bag. * S1-S3 Merit awards took place in the form of a brief ceremony. * Christmas Newsletter circulated in its new format through Sway. * **Forthcoming Events**   + Revised Improvement Plan – Jan – May 2021     - Health & Wellbeing       * COVID       * Wellbeing Ambassadors       * Attendance     - Equity Issues/Closing the Gap       * Literacy/Numeracy provision       * Support Materials       * BGE Mentoring Pilot     - Learning and Teaching       * Digital Literacy       * Assessment & Moderation       * Vision, Values and Aims * Department Review Meetings * Summative Assessment Diet S4-S6. Evidence needs to be worked on: High Value Assessment. * Supportive Study Provision will continue as soon as possible. * S2 &S3 reports and options * February Inset Day – will be used for SQA Assessment evidence gathering. * **Remote Learning**    + Follow Existing Timetable. SMT put forward models with the preference to be based on current timetable. In a better position this time based on previous experience.     - Staff available as per timetable throughout the school day.   + Administer tasks and be available to answer questions, deliver live/pre-recorded lessons, provide feedback on submitted work etc.     - Staff available as per timetable throughout the school day.   + Agreed task allocation     - No more than 1 assignment per subject per week for S1-3 - assignment may include multiple tasks.     - No more than 2 assignments per subject per week for S4-S6 - assignment may include multiple tasks. * **Remote Learning Tasks**   + Standard use of teams to ensure consistency. Every team should:   + Only post assignments using assignment tab.   + Question and answer channel available to deliver live. Live talks have been taking place – relies on staff being comfortable with this however.   + All resources, PowerPoints, Workbooks etc. uploaded to files tab.   + Any other additional channels required   + TEAMS guides issued to staff and students. TEAMS – been a major issue not just at Clydeview or indeed the UK. Global issue requires to be looked at.   + **Reporting lack of engagement:**     - Engagement - this will be tracked along with attendance.     - Procedures in place and followed up by Guidance/DHT.     - Getting weekly updates from PTs to link SMT.   + Provision of ICT reminders have been issued to those who did not take up the offer.   + Paper Learning packs from various departments available for collection within reception area of school.   **QUESTIONS**  AD – clarification on what is happening with regard to higher/advanced higher exams. **CG – some form of assessment will be undertaken towards the end of the course content. Currently looking at the end of March.**   * **Key Worker/Vulnerable Pupil Hub**   + Hub started on Thursday 7 January.   + Volunteer staff rota created to manage hub.   + All pupils attending hub expected to undertake leaning and will progress with their work within ICT suite.   + Implementation and strictly observe the mitigations set out at Level 4. There are approximately 30 (this number may increase) pupils within the hub and they are split into no more than 8 to a class.   + Track engagement – targeted approach. * **Vision, Values & Aims**   AF and JW talked through and presented the work being undertaken with regard to the above. Ideas and feedback were then welcomed from Parents Council.   * + **Structure**: This involves the whole school community. We are looking at the vision for the school for the next few years. Staff have been working with S1-S6 groups on this and hope to recommence once back at school.   + Ideally the process to be completed by May but is obviously subject to factors out with anyone’s control.   + PC Views:     - AW – With experience of child now established at university and another due to leave school ideally a pupil should strong both physically and mentally, more resilient, have perseverance and know where they can get help and assistance out with their family support.     - SB – Counter balance of this is also important with regard to safety for harder to reach pupils.     - GB – Inequality gap with learning due to digital inequalities etc. Make sure nobody falls through.   + VF – Important to also look at what we would also like to get rid of.   + MR – Vision is currently quite limited. Success goes further whatever your ability. Would want the school to be a happy place with positivity.   + VF – Recognise all aspects of learning.   + SB – Hard to code is unhappy. Kindness and Happiness is optimal for this.   + CG – Currently more like a slogan. Young people to thrive. Skills equipping, well-being. * Values – good qualities but are they still relevant example equality out – equity in?   + What core values do we need to help deliver our vision?   + Needs to permeate right through the school.   **EXAMPLES**:  Friendship AW – don’t necessarily get a choice in this  SB – what about compassion  LK – care about people’s opinions  Success VF – can take different forms  JW – looking outward, across the world, globalisation  SB – links into awareness. Every pupil leaving Clydeview Academy feeling proud.  MR – green issues. Respect of the environment and sustainability.  CG – from here, look at what we have from both pupil and parent feedback and come back to the Parents Council. Parents wishing to be part of a potential Sub Group to forward their interest to AW. |  |
| **4** | **Finance**  Nothing to report at this time. |  |
| **5** | **Chair update**  MR highlighted some of the main points from Parent’s Council Chair meeting so attended as follows:   * Key Worker Places – 1000 applications across the authority received. * School Buses – still running as normal. * Free School Meals – system still in place. * Crossing Patrols – still running. * Cleaning of schools – still running. * Exams – moderating deadline by end of May with possible extension to end of June. * Remote Learning – schools to monitor engagement. New guidance on all aspects of remote learning to be circulated to schools. Example of what is available was given as links to live science experiments. * Live learning – shouldn’t be expected. Limits the time to answer live questions. * Audit Tool – in place for remote learning |  |
| **6** | **Future Events Planner**  Nothing to report at this time. |  |
| **7** | **School Improvement Plan**  Nothing to report at this time. |  |
| **8** | **AOB**  Anne intimated that CM had indicated her willingness to take on the role of Minute Secretary. Proposed by CW and seconded by SB.  SB – intimated that her family’s first day of remote learning had been a good experience and felt this was due to the preparation that the school had put in.  Anne closed the meeting and thanked everyone for attending |  |
| **9** | **Date of Next Meeting –** 15 March 2021 at 7pm |  |