

	<b>CARDINAL NEWMAN HIGH SCHOOL</b> <b>PARENT VOICE MEETING MINUTES</b> <b>2020 / 2021 Meeting #1</b>		
	Date	10/08/2020	

**Attendees**

Parent (S2)  
 Parent (S6)  
 Parent (S5)  
 Parent (S6)  
 Parent (S3 & S6), minutes  
 Parent (S2)  
 Robert Smith (AHT)

**Apologies**

An informal meeting was held on school grounds with a small representative group of Parent Voice members and Robert Smith Acting Head Teacher, to receive an update on the school's plans for pupil return to school in light of the COVID-19 virus precautions. A previous update had detailed a "blended learning" response, however, changes to government intent required the alteration of this procedure. The following bullet points summarise what was discussed.

**1. Summary – COVID-19**

- Mr Smith will continue as Acting Head Teacher in the absence of Mr Ross;
- A "back to school" booklet has been prepared that will be distributed to all pupils on their return, detailing precautions and processes necessary to maintain a safe environment;
- School will begin at 08:55 and pupils should aim to be in school at as close to this time as possible, to ensure limited time waiting and congregating in school grounds; All pupils should be dropped off at the bus bay / turning circle  
 Pupils should go directly to their "muster" points;
  - S1: Playground
  - S2 / S3 : Fire area, side of pitch
  - S4 – S6: 1<sup>st</sup> period class (once this is known)
 Teachers will collect pupils from 1<sup>st</sup> – 3<sup>rd</sup> year to take them to class
- Plan is to have a 2-week rotating timetable, with subjects taught in 2 period blocks:  
 1<sup>st</sup> 2 blocks → break → 2<sup>nd</sup> 2 blocks → lunch, etc.
- Pupils will be taken from each class by their teacher, via the one-way system, adhering strictly to a "keep left" protocol in the corridors and stairs;  
 For wet days, each year group will be asked to assemble in and maintain the following zones:
  - S1/S2: Split in the main school social areas
  - S3: Games Hall
  - S4: Yellow Canteen
  - S5: Theatre
  - S6: S5 Social area
- There will be no library area availability for ASN pupils, however an area will be identified for their use;
- Pupils can wear face masks if they wish, however, at present, this is not compulsory;
- Extra hand washing / sanitising areas are in place throughout the school, which the pupils will be expected to use regularly;
- Pupils will be expected to wipe down their table and chairs after use;
- Tables and chairs will be single and front facing;
- Teachers will be expected to wear masks if they are working closer than 2m to pupils for more than 15 minutes;
- Additional day cleaners are in place, with continual cleaning of all touch points;
- Pupils are expected to wear their full school uniform;
- School bags should not be places on top of any desks;
- There is still discussion on the marking of school work in jotters. This may be performed via self-assessment, or by the teacher (no return within 72 hours if this is the case);

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- School gates will be closed until 12:20.
- For lunch:  
S1-S3: Leave class 10 minutes early and will eat in the canteen / red, green or yellow zone  
S4-S6: Leave class at 12:30  
If pupils are leaving school grounds for lunch they should maintain appropriate social distancing rules and be aware of the potential for longer than normal queues, in order that they can return to school in good time for their next class;
- S4-S6 will finish their day 5mins earlier than the rest of the school;
- At present, there will be no assemblies, mass, choir, musical instrument tuition, PE or Home Economics. It's possible that pupils will be allowed to wear their PE clothes on the day of these lessons, as the changing rooms are to remain closed. New plans for changing rooms in place week beginning 17 August. Children can change before PE into their kit and back into uniform afterwards.
- If a pupil should become unwell, an isolation room has been identified. It has closing door, with a window that can be opened for ventilation. Parent / guardian will be contacted to take the pupil home. If any positive COVID-19 case is identified at the school, the school will contact and liaise closely with NLC, NHS, parents and contacts according to government guidelines and as instructed by health authorities. The school will contact all relevant partners and families as required.

## 2. Change to School Management Structure

English and Languages department have merged and will be called Language and Literacy Faculty. PE and Hospitality have merged and will be called "Faculty of Health and Well Being" Technical/Art/ICT departments have merged and will be called "Faculty of Art, ICT and Technical" These mergers will result in a reduction of Principle Teachers within the school in line with NLC Management Restructure Programme 2020. School has also lost 1 principal teacher of pupil support and 1 depute head teacher. A total reduction of 143 management "points".

## 3. SQA Results

It should be noted that the following information was recorded prior to the announcement to a change in the certification process for the 2020 national qualification diet. Revised SQA data will now be published and issued on Friday 21 August 2020.

The SQA have already contacted the school with the names of a number of pupils who are eligible for appeal. Again, this information not required following government announcement.

Mr Smith confirmed that the CNHS predictions were not higher than the pupils expected results and the school has a good record of predicting closely to actual results.

S4 and S6 results were not badly affected by downgrading of results, however, the largest impact was seen in the Higher results across the following 5 subjects:

Subject	Number of Pupils	Number Downgraded	% Downgraded
Biology	65	8	12
English	130	87	67
Geography	18	14	78
Maths	58	46	79
Spanish	13	9	69

Appeals for those pupils who have left school and are dependent on results for the next stage of their education will be picked up on Friday 14<sup>th</sup> August and should be returned by early September.

Again this information has changed and will depend on data released on Friday 21 August.

All other appeals will be picked up by Friday 21<sup>st</sup> August and should be returned by the end of September. This is still provisional and will depend on data released by SQA on 21 August.

Mr Smith will write to parents following SQA communications on 21 August.