St Ambrose High School Parent Council



Minutes of agm 3rd September 2018

**Present:** Mrs K Robb,Mr M McQuade, S Harvey, K Hamill, R Wallace, K McGhie, E Warnock, M Smith, L McWhirter, C McKenna, P Doran, P McGowan, D Goldie, A McDermott, E Douglas, J MacPhail, A Smith, A Simpson.

**Sederunt:** Baillie Ballantyne, Cllr P Charles, Rachel Blair, Megan McQuade

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| **Agenda** | **Action to be taken** |
| 1. **Membership**

Elected members met in conference room to elect new chairperson and vice chairperson. Kathleen Robb was nominated for chair and group unanimously approved. Mark McQuade nominated himself for vice chairman and group unanimously agreed. Elected members then joined the staff and parent forum. |  |
| 1. **Elected members joining Group**

Mrs Douglas welcomed Elected members to the meeting and congratulated Kate and Michael |  |
| 1. **Prayer**

Mrs Douglas chaired the meeting and started with a prayer  |  |
| 1. **Introduction**

Everyone introduced themselves around the table and welcomed a number of new parent/carers. Mrs Douglas spoke to the group on the items that would be discussed in detail at tonight’s meeting. |  |
| 1. **Correspondence and Previous Minutes**
* Criterion led selection from Maureen Moore. Mr Robert Wallace has been accepted to attend the training. Paola Pau informed group that she had already attended the training course. New dates of training courses for parent council members will be emailed to the members.
* Comments on previous minutes included - £107,000 of budget carried forward. The National Mass was cancelled and this was heart-breaking. St Ambrose sent flowers to SCES and the school took the cost of the buses. Music department received the refreshment of equipment needed. Windows 10 is established in the school. Agreed working time calendar distributed along with dates for your diary. Parental Engagement encouraged and we will forge ahead with this with the School App going live where parent/carers can tailor the App to their needs. Mrs MacPhail had put on the APP that the school buses were going to be late and this means that the parent forum and pupils can learn of changes as soon as we know. Our school show went ahead successfully. Stephen Sideserf was successful as MYSP and our school roll was predicted as just tipping over the 1300 and we secured 1312.
 | Sharon will email parent council members of year ahead training courses.Sharon will finalise dates for dates for your diary and put on website etc.  |
| 1. **AGM**

**HT Report and Plans for coming year*** We have 5 associated primaries and 20 non associated primaries which make up this terms 258 pupils for S1. They have settled very well but Management have concerns that they are attending the van at lunch very quickly, considering we have an excellent cafeteria.
* Ours S6 this year is very large with a roll of 155 and we are putting this down to opportunities beyond secondary school. Miss Smith, depute of S6 added that this year’s group is very diverse.
* Mrs Douglas noted that we have 88FTE. We have secured another 0.4 FTE for a Monday and Tuesday. We have identified the teacher and she has visited the school but is waiting for the PVG to clear so a start date is unknown at present but we are hoping around 2 weeks.
* Mrs Douglas asked the group if any of our new 1st year pupils had been coming home saying that they were now only getting 2 periods of Spanish. The school had applied for a probationer for Modern Languages but the authorities did not have enough to provide us with one. No other major changes in the curriculum.
* Probationers for St Ambrose this year include:
* English Dept. – Dr Brown and Miss Downe
* Business Education Dept. – Mr Dougan
* P.E. dept. – Miss Erskine
* Science – Miss Carty ( part of GTC Scotland bringing teachers to Scotland and will be employed for 2years)
* D.E.T Dept. – Mr Sheridan completes St Ambrose 6 probationer teachers.
* Mrs Irons from P.E., Mrs Kerr from Maths, Mrs Hamilton from Science, Mr McLaughlin from Social Studies and Mr Roy, Depute Head departed from us before the holidays. Mr Roy’s pupil support post has gone to advert. The school is very aware of the confused situation regarding pupils not knowing who their pupil support teacher is. Pupil Support has given Miss Smith a letter for parent/carers and also an email for parent/carers. Mrs Douglas has sought permission from the Bishop and Catholic Education in order for the temporary post of PT R.E. not to be advertised. This department will be looked after by Miss Smith and Dr Greene (former PT) and this allows Mrs Douglas to use the extra FTE to be used in supporting the Pupil Support Team.
* St Ambrose will welcome 22 students over terms 1, 2 and 3 with most of the students arriving in October.
* Campus update included Mrs Douglas raising the fact that the Electronic Gates were not working again. This causes major problems for staff and pupils as deliveries can arrive at break times and will drive through the yard where pupils are to arrive at their destination because the gates are open. The gates have been fixed temporarily a number of times but the school is looking for a permanent solution. All at meeting agreed that Parent Council as a group will contact the council on this matter as this poses serious issues for the welfare of the pupils safety.
* The flooding damage to the school has been repaired with the major disruption happening through the summer holidays.
* There have been Vocational changes inside the school with the Hairdressing Salon being adapted to cater for the Early Years Courses. Some of the furniture was salvaged and given to the Drama Dept.
* The parent group asked about the Social Area at break times regarding the increased role in the school. Mrs Douglas said that SMT are keeping on top of things along with School leaders helping tremendously in settling everyone. School clubs etc. have started and this helps to disperse the numbers congregating in the social area. Buchanan High School have also an increase in role and both Head Teachers were meeting to discuss ways of sharing campus.
* Mrs Douglas spoke about being delighted with early indications regarding SQA. As a school we are very much interested in what does a child have when they leave school and what skills do they have. 50% of our pupils go on to Universities but we are concerned about where the other 50% go as well. We are looking for positive destinations.
* Parking Issues include parent/carers waiting for pupils at end of day. SMT are out every day to make sure pupils get on buses and are now parking attendants with most of the time parent/carers ignoring them. Mrs Douglas is asking for double yellow lines although group members have been through this with primaries and you are still allowed to park for 10 minutes on double yellows.
* Group members were concerned that some of the buses did not have seat belts in their buses. We as a school were under the impression that if the company did not have seatbelts then they would not have got the contract and will find out for the group.
* School Improvement Plan will be on the Website this week.
* Centenary of the 1918 Education Act which saw catholic schools transfer from diocesan to state governance

Mrs Douglas is on the Diocesan Committee and there are a lot of events planned. The ICON will be coming in October and Caritas pupils are involved in guided tours of Cathedrals etc.* Senior Awards Ceremony takes place Wednesday 12th September with Mark Millar as Guest Speaker.
* Mrs MacPhail and other members of staff head off to New York in a couple of weeks along with 49 pupils.
* Our STEM group are going to Munich.
* 20 of our pupils and staff are going to the Usher Hall in Edinburgh to listen to Bishop Baren.
* Our Sponsored walk will be happening soon.
1. **Nurture**
* Miss Smith and Mrs Simpson took the floor to speak about Nurture.
* Miss Smith explained that £71,000 allowance for PEF was being used for long term benefits. This has been started by creating a Nurture room known as the Beehive. Furniture and fittings have been spent wisely creating a welcoming and comfortable area with multiple uses. The Breakfast club has started and staff are on a rota to help. The room has been timetabled throughout the day for various different groups including a period allocated to staff.
* The PEF team have been analysing data from primaries to identify young people in need of additional time and nurturing and they have been seeking parent/carer permission to use some of pupil’s timetable for this in order to improve pupil attainment and achievement.
* Although the Nurture timetable is only 3 periods the room will be used for other groups including psychologists etc.
* The Parent Council will visit the Nurture Room at next visit.
* The PEF team are also encouraging all staff to take part in the Nurturing of pupils in any way they can.
* Miss Smith took the opportunity in thanking the tremendous work carried out by Mrs Simpson already.
* Miss Smith spoke about the Trauma Lens where the saying there is no such thing as a bad child relates to. What has happened in that person’s life for them to react in such a way instead of just making a decision on the person’s misbehaviour? The PEF team encourage all staff to look at this and even the S6 pupils who took part in the SOLIHUL training showed different and a more caring side to Buddying in relation to other pupils who did not receive the training.
* Mrs Douglas actively encourages staff to make their classrooms nurturing areas and deliberately holds the Parent Council meetings in Mrs McConnell’s room as this is a fantastic image of what she means. She will also show the group at the next meeting another classroom that portrays a positive image to pupils. Matt Stewart Tweeted pictures of Mrs McConnell’s room on his last visit and Miss Smith noted that nothing involving PEF at St Ambrose would be a one hit wonder. They are investing in the future.
* Mrs Douglas handed over the baton to the new chairperson to continue the meeting.
1. **A.O.C.B**
* The Chairperson will set up a Parent Council group on Twitter and group administration will be run by Parent Group alone. The Chairperson suggested that the minutes from meetings go on the website for all the parent forum to read.
* Volunteers for membership was discussed and the group asked if any volunteers to be a member be given to the clerk at end of meeting. This is within the guidelines of the constitution. The group agreed that with enough members it would not need to go to ballot.
* Mass for Maureen Inglis discussed and we will speak with Father Kane to organise this.
1. **Date of next meeting is Monday 1st October 2018.**
 | Chairperson will compose a letter for the council from the group.Mrs Douglas will talk to council regarding yellow linesSharon will contact bus companies and council regarding seatbelts.Group will let Sharon know of attendanceSharon to timetable visit to Nurture Room.Sharon will timetable a visit to classroom in English Dept...Sharon will collate member interest and report at next meeting.Mrs Douglas will speak to Father Kane. |