



AHS Parent Council Meeting Minute & Action Tracker

**Wednesday 12 May 2021
6:00pm**

Present:	Valerie Nicolson (Head Teacher – AHS), Kenny Pottinger (Chair), Marianne Clark, Carrie McDonald, Dawn Ratter (Clerk), Hollie Shaw, Hazel Shearer, Jerry Edwards, Nick McCaffrey, Edwin Irvine (Staff Rep), Barney Redman (Depute Head Teacher – AHS), Robin Calder (Executive Manager), Cllr Stephen Leask
Apologies:	Vicki Gowans, Hilary Burgess, Jim Anderson, Edwin Irvine, Ayesha Huda

Agenda No	Matters Arising	Information / Action	Person(s) Responsible
1	Welcome and Introduction by Chairperson		
2	Minutes of 08 February 2021	<ul style="list-style-type: none"> The minutes of meeting 08 February 2021 were approved by JE and seconded by CM. 	
3	Matters Arising	<p><u>Cashless Payment Update</u></p> <p>A briefing paper was shared by email, as attached. RC offered to take back any comments to Shona Thompson, Executive Manager. RC will take JA's questions (by email) to ST & NB and provide a response to all PC members.</p>	R Calder
4	Head Teachers Report	<p><u>Covid-19 Update</u></p> <ul style="list-style-type: none"> Key Covid-19 health and safety measures remain in place e.g. hand sanitiser, nearly all wearing face coverings around the school and in class, one way system around the galleries and desk cleaning between classes. There has been a big push since Easter on ventilation and CO2 monitoring has been increased. There are 40 CO2 monitors in the school and they are circulated between all the rooms. Lateral Flow Testing Programme for school staff and all pupils is now in place. Schools will continue with these arrangements and mitigations at the moment, following national and local advice as it comes. 	

Communication with parents/carers has included:

- Reports – VN said they were pleased to have honoured the full reporting and monitoring calendar, on time, for all year groups during the period of school closures and phased return.
- Parents' Evenings 2020-21 – All face to face parents' evenings had to be cancelled during 2020-21 and the school are awaiting a review of this for the new school session. The school managed to use the Vscene platform to enable families to join information evenings virtually, held on:
 - S2 Information Evening – 14.01.21
 - S3 Information Evening – 09.02.21
 - S4 Information Evening – 02.03.21
 - P7 Information Evening – 06.05.21

The presentation slides were shared on the school website, to support those who were unable to attend the online sessions. Vscene worked well, on the whole, with positive and encouraging feedback from parents. VN noted about 200 families joined one of these sessions and the P7 evening was a triumph in that the school was able to show the new school promotional video at the end of the session.

The school is now considering if this remote delivery could be added to the live information evenings, supporting parents and carers from remote areas to attend virtually, if they are unable to make it along on the night.

- The school have continued with regular parent/carer/pupil emails which are shared on the front page on the school website;
- Pupil Support Teachers and Support for Learning Teachers have been phoning parents/carers/pupils as required, including full year groups at the time of course choice;
- Parental and pupil surveys have been carried out and all comments have been anonymised and shared with teachers to be actioned, where possible;
- Home Learning Packs and mail shoots have been issued to all pupils;
- BR has set up a school Facebook page;
- The website www.anderson.shetland.sch.uk continues to be very comprehensive log of what the school does;
- Letters have been issued regarding the annual Spring Workshops.

School Improvement Planning 2021-22

Schools have been advised by Education Scotland and the Local Authority to take forward a limited group of priorities for the 2021-22 School Improvement Plan, given the school and community recovery around Covid.

The points currently being considered by AHS are:

- Covid Recovery – this will include the introduction of the cashless catering system and looking at a trial of staggered lunchtimes. The staggered lunchtime trial will happen for 4 weeks from the middle of September to the middle of October to see how this works within the AHS layout. The school have surveyed pupils and staff on the proposal which came with some concerns on the noise level for the classrooms surrounding the gallery. The staggered lunchtime is a model used by a number of schools of a similar size on the mainland and a lot of schools have moved to this as a result of Covid. It will help remove long queues and gives year groups a whole part of the school to themselves.
- Learning, Teaching and developing online skills – HK will be chairing a Learning and Teaching group to look at these items. VN noted there is variation across secondary school subjects around what can and can't be done online and also variations on what pupils can access at home, for universal access to all pupils which needs to be taken on board when making any changes. Another area which needs to be looked at is S1-3 Literacy and Numeracy and how that has been affected with the period of learning away from school.
- Social Emotional Behaviour (SEB) support services – this will include developing nurture programmes across the school.
- Equality and Diversity – going for LGBT Charter Mark this year. The school hope to achieve a silver award which is greatly down to the work of SIC Youth Services in the school. They would also like to look at a response to racism in the community.

JE asked how these were identified as the priorities. VN said they were encouraged at a recent Head Teachers meeting to choose small manageable points to take forward. These are the big headings but inside these will be the small, targeted areas that can be achieved. For example, the Covid Recovery heading will include the cashless catering system and staggered lunchtimes, both of which have come from parent/carer/pupil feedback. Learning and Teaching will focus on improving the online skills for staff and pupils and the learning and teaching of literacy and numeracy. This has come, in part from the Covid period of time but also trying to capitalise on what has been learned by staff. Social Emotional Behaviour and the nurture initiative are national led developments. LGBT came from the pupils last year and Racism is coming from our local school community this year. VN explained is easier to demonstrate improvement and report on when keeping to specific sub headings. JE asked if there was any

danger of these being swamped by items carried over from last year's Improvement Plan. VN agreed this could happen and the school would try to keep focused on the priorities identified.

Pupil Equity Funding (PEF)

The school receives around £34,000 a year to tackle poverty related attainment gaps but the school has the flexibility to try and help with any pupil's attainment gap.

The main focuses for PEF will be:

- Supporting S4-6 pupils to get the best SQA attainment they can, given the period of school closure and phased return;
- Targeting any gaps emerging in S1-3 literacy and numeracy;
- SEB support.

Transition into/from AHS for 2021-22

The P7 individual school visits, which are happening out with school hours, are nearly complete. The response from parents and primary staff on these visits is very positive. It gives the pupils the freedom to look around the school and ask questions without any older pupils present. It also gives pupils the reassurance of knowing where to go for their timetabled visit. There is a 'New Tour of AHS' video live on the school website. VN said they are expecting around 170 new S1 pupils this year.

BR is leading on the JHS visits which will now take place out with the school day, as well. SDS are back in school this week and will be able to support any pupils, particularly those leaving school which is brilliant.

MC asked if the pupils being taken to school by parents for their timetabled visit will be met at the front door by a member of staff. VN and AMS will meet pupils at the front door and direct them to the main hall. All S1 pupils will have their timetable posted out in August before the start of term. This will give them the opportunity to watch the 'New Tour of AHS' video again with their timetable in hand.

Staffing Update

- Teacher of Mathematics (temporary) – Ms Erol appointed
- Teacher of Biology (established) – Ms Robertson appointed
- Teacher of Support for Learning (established) – Ms Whittle
- Teacher of Support for Learning (0.8 FTE established) – Mrs Tulloch
- Principal Teacher of Pupil Support (secondment) – Mrs Redfern in post until summer and it is hoped this will be extended for another year.
- Teacher of Home Economics (0.4 FTE temporary) – preferred candidate

- Teacher of Music (0.4 FTE established) – preferred candidate

Scottish Qualification Authority (SQA) – The SQA Alternative Certification Model (Mr Barney Redman, Depute Head and SQA Co-ordinator)

The approach taken by AHS has been very much in line with SQA in terms of having no full exams.

BR advised they held assemblies with pupils today to provide reassurance during the very difficult time they are experiencing with the alternative certification model and the number of assessments they are required to complete. It has been challenging, especially for pupils in S4 who have a wider subject choice resulting in a higher number of assessments to sit. Some pupils are facing more than one assessment in a day. The feedback from S5 and S6 has been more positive.

What is important is that all schools nationally are working to the standards SQA has set and the evidence gathered meets those standards.

‘What you need to know for 2021’ SQA booklet has been given to all S4-6 pupils. Learning and teaching is still ongoing for some pupils but for most they are now at the assessment stage. Conversations are ongoing with pupils around progress and assessment results so there are no surprises. Everyone should know where they are at and what they need to work on.

The levels need to be confirmed to SQA by Friday 14th May. Assessments are ongoing until 4th June and provisional results must be submitted to SQA by 25th June and will be published to pupils on 10th August. Pupils can register for ‘My SQA’ to receive their results online. However, there are plans in place to have something issued to pupils around the end of term to provide provisional results to them.

VN said she does think it is possibly harder for S4, they are younger, have more subjects and have not experienced any formal assessments before. She confirmed she has no significant concerns with the system at this point. VN emphasised, if any parent has any concerns, they are advised to contact the school.

KP, CM and MC have been communicating parental concerns and questions with the school management staff regularly throughout the process and the school has been trying to provide responses and answers to all questions individually to all concerned parents/carers.

		<p>MC said generally the concern has been around having more than one assessment in a day. One of the advantages for pupils has been being able to hear their results from assessments. It has given pupils a boost when they have achieved their result and also makes them focus on the areas they are struggling with. .</p> <p>HK spoke of the experience in the English Department where there are advantages to having smaller assessments, giving pupils the opportunity to focus on one component at a time which has really helped them, especially with pupils not having been in school as much.</p> <p>RC said it has been really interesting listening to the points raised by the school management team and parents. Education Scotland have been carrying out a review of all Local Authority approaches to the alternative certification model and the verbal feedback received regarding Shetland was very positive. One strength identified through the Education Scotland discussions was the partnership working between Children’s Services staff with Head Teachers and SQA Co-ordinators. There was a real recognition through that Education Scotland process of how hard teachers are working in Shetland and how well they are working with each other, across all secondary departments in Shetland to ensure the appropriate moderation checks are in place.</p> <p>RC encouraged parents to communicate with school management staff and pupil support if their children are struggling with the process. He concluded by confirming Shetland is very much on track with the approaches that have been taken.</p>	
5	Review of Action Plan	There was a discussion on the terminology used in the action plan with regards to ‘secondary schools’. This will be updated. There was further discussions on whether the points noted in the action plan were all being actively actioned.	D Ratter
6	Communication from Bell’s Brae PS – Health and Road Safety Initiative (attached)	Bell’s Brae Parent Council have shared information on a Health and Road Safety Initiative which they are working towards with NHS Shetland, Community Councils, ZetTrans and they are now looking to speak with other Parent Councils. They are looking to run a community-wide participation project using RFID and Geofencing technology to make a Shetland-wide game to increase activity levels. David Thomson, Chair of Bell’s Brae Parent Council has asked for this information to be shared with all Parent Council’s. At the moment, he is not looking for help with anything but would like everyone to be aware of what’s going on and perhaps discussions could be held further down the line where AHS Parent Council might be interested in supporting the initiative.	
7	AOCB	<u>Remote Attendance and lessons learned</u> – JA raised a question (by email) around figures on remote attendance during Lockdown 1 v’s Lockdown 2 and what lessons were learned during the first period of lockdown and shared between departments/teachers leading to increased	D Ratter

engagement during the second period of lockdown. VN said she's not sure they could get the attendance figures but could speak about lessons learned generally. Dawn will add this item to the agenda for the next meeting.

School Drop Off Points - JE raised concerns around parents using Clickimin Leisure Centre carpark as a drop off / pick up point for pupils. It was a concern that parents/carers were restricting access to others who were trying to drop off at the ASN Department. He asked if there needs to be some reaffirmation with the parent forum that Clickimin Leisure Centre is not a drop off / pick up point for AHS pupils. VN completely agreed with JE's assessment of the situation. Over the last year SRT staff and AHS staff have spoken directly with some parents/carers, with mixed success. . BR has worked with S6 pupils asking them not to park their cars on SRT ground.

VN noted that with the re-opening of leisure centres there are now SRT staff/visitors parking as well as the parents who are choosing not to use the designated AHS drop off points. VN added they have also had a complaint form SIC this week about the parents who are dropping off pupils at the corner, on the mini roundabout, at the side of the school.

VN will email parents again with a reminder of the drop off / pick up points and note that this has been raised at the Parent Council meeting. VN will also arrange to speak with Steven Laidlaw, new SRT Manager. SRT classes are due to return from net week which will see a further increase in traffic in the area. RC added he is happy to support any communication with parents from Children's Services. VN suggested a joint communication form SIC, School and SRT to parents. VN said JE's points were well made.

Resignation from Parent Council – HS thanked the Parent Council and Parent Members for their support during her time as a Parent Member. She will be stepping down as her youngest child leaves school at the end of term. HS has had pupils at the AHS for 15 years and has been a member of the Parent Council for 7 years. She wished everyone well for the future. The Parent Members thanked HS for all her support over the years and for representing the outer isles pupils and parents. She hoped the Parent Council would look at continuing video links for the Isles parents to join meeting in the future when normality returns. BR will also be standing down as her child leaves school.

2021/22 Meeting Dates – all to be held at 6pm
Tuesday 14th September 2021 (including AGM)
Wednesday 17th November 2021
Thursday 3rd February 2022

		Tuesday 10 th May 2022 Tuesday 13 th September 2022 (including AGM)	
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DATE OF NEXT MEETING: Tuesday 14th September 2021 at 6:00pm.