



Linlithgow Academy Parent Council Annual General Meeting

7:00pm, Wednesday 30 September 2020, Zoom Video Conference

1. Welcome

The Chair welcomed everyone to the meeting.

2. Approval of Minutes from Previous AGM – 4 September 2019

Minutes were approved and will be posted on the website.

3. Annual Report of the Parent Council for 2019/20

Helen White presented the report which provided the following information:

a) Parent Council membership

The Parent Council for the academic year 2019 – 2020 was made up as follows:

Parent Members (continuing): Laurie Boles (Chair until 29 January 2020) (stood down 29 January 2020), Helen White (Chair from 29 January 2020), Douglas Maxwell (Vice Chair), May Geddes, Campbell Ford, Alison Sharp, Pinelopi Louvrou, Dorte Al-Gailani

Parent Members (joined 2019/20): Dermot Murray, Jeremy Fuller, Iain Woodhouse, Ann Marie Penman

Head Teacher and Advisor to Parent Council: Karen Jarvis

Staff Members: Rhona White

Pupil Members: Alice Ferguson, Jessica McKee

Clerk: Karine McNair

b) Summary of the year

I started my time as Chair of the parent council part way through the year on 29 January due to the resignation of the previous chair who also stepped down at the same time.

The Parent Council has discussed many issues throughout the year including:

- A revised constitution
- Health and Wellbeing provision
- Accommodation and Capacity Issues
- Employability
- Website Updates
- Fundraising
- School App

- Fire Alarms
- Coronavirus Response
- Parent Information Evenings
- Attainment for 2019

The Parent Council has continued to enjoy an open and positive dialogue with Mrs Jarvis and the school over the past year, offering what we hope has been constructive support. Members also took part in Connect meetings and met with local Councillors to raise school issues. The final meetings were hosted via Zoom and were dominated with discussing and supporting the school's Coronavirus response.

Parent Council provides a forum for Parents and Carers, Staff and our Young People to work together and share successes, concerns and ideas. The Parent Council would like to note its thanks to Rhona White who attended the meetings as a teacher representative. We also want to thank the Pupil Council representatives, Alice Ferguson and Jessica McKee for their valuable contributions over the course of the year.

Laurie Boles, May Geddes and Alison Sharp are standing down from Parent Council this year and I want to thank them for their valuable input and extensive contribution to the Parent Council over the years.

c) Detailed Areas

Health & Wellbeing

I would like to thank May Geddes and Ann Marie Penman as members of the Parent Council and Kath Beard, Richard Payne and Fiona Kenney as members of the Parent Forum for being part of this sub-group and starting to discuss ways in which we can help and encourage the school in this vital area. Several meetings were held along with meetings with the Senior Management Team to discuss this area to try and help the school be the best it can be at providing the best environment for all children on the role of Linlithgow Academy.

Accommodation & Capacity

Much of our time as a parent council this year was taken up with discussing the accommodation within the school and capacity issues that were current and predicted for the future. Meetings were arranged between West Lothian representatives and members of the parent council at various levels and times throughout the school year as we tried to highlight our concerns.

Employability

Dermot Murray headed up this sub group which discussed various issues including ways in which to work more closely with local businesses

Constitution

It was decided during the year that the current constitution was no longer fit for purpose. A revised constitution has been drafted and circulated to all the parent forum and will be voted on at the AGM. My thanks to Karine McNair, Douglas Maxwell, Jeremy Fuller and Iain Woodhouse for their time spent on this.

Coronavirus response

Most of our meetings for the latter half of the year revolved around providing support to the school in helping with their response to the closure of the school following the lockdown because of Covid-19. This involved providing input on the various challenges that the school was facing during this time and also providing feedback to the senior management team about the provision of the ongoing education of our children and the pastoral support that they needed.

d) Formal meetings

The Parent Forum consists of all parents/guardians of children at Linlithgow Academy who automatically become members on the entry of their child to the school.

The Parent Council is the committee representing the Parent Forum in the school and, where necessary, to West Lothian Council or other bodies.

There were 5 regular Parent Council meetings held during the academic year. Recurring items included the Head teacher's report and regular reports on behalf of the staff and the Pupil Council. Parent Council meeting agendas and minutes are made available to view on the school's website.

All parents/carers are very welcome to attend the Parent Council meetings to observe the proceedings though it is helpful if you can notify the Chair in advance if you intend to attend.

4. Head Teacher's Update

Karen Jarvis provided information on the achievements in the past year:

- Winners of the Lothian Area Enterprise Competition
- Wellbeing Noticeboard created to signpost supports
- Staff Mental Health First Aiders trained and pupil Wellbeing champions appointed
- Work with Humanutopia to raise profile of self-esteem and wellbeing across school
- Successful fundraising for House Charities
- Successful Dress down day to support the food bank
- Sold out musical concerts
- Successful Business Enterprise Fair
- Pupils involved in a wide range of fun and academic trips incl Madrid, CERN, Skiing
- Representation in a number of sports at local and national level

Building work completed was:

- New 2G surface
- More new science spaces
- Clean up of Tennis Court
- Ongoing work
- 2 new classrooms
- Re-purposing of assembly hall area

Academic Success was comparable with previous years using evidence based results:

- Pupils achieving 5 or more Level 5 81%
- Pupils achieving 1 or more Level 7 44%
- Pupils achieving 1 or more Level 6 84%
- Pupils achieving 3 or more Level 6 73%
- Pupils achieving 5 or more Level 6 61 %

The school are currently waiting on advice from the Scottish Government about the 2021 exam diet. More information on 2021 exams, reports and parent's evenings will be provided as soon as it is available.

Next session focus will be:

- Raising Attainment for All on a digital format
- Improvement in Children's wellbeing and employability skills
- Closing the poverty related attainment gap
- Staff training with a digital focus

5. Pupil Council's Update

The Pupil Council thanked all the teachers for the amazing start to the school year. Elections are currently underway for S1, S3, S5 with the full Council in place after October holidays. One aim for 2020/21 is to use a UN backed platform to make the school carbon neutral. Another aim is to be involved in outreach events with other schools to share best practice. The Pupil Council will also revisit the Anti-Bullying policy and survey pupil responses to different teaching methods. Also looking forward to working with the Parent Council.

Achievements from 2019/20 included Parliament Week, Big Quiz and How Good is Our School survey. Fundraising from the Big Quiz was donated to clubs within the school. There are plans to run a Virtual Big Quiz this year and to rethink the role of prefects aligned to the 4 visions, values & aims of the school.

6. Proposed Constitution

Helen White provided the background and noted that the Parent Forum had been consulted on 26 August and asked to provide feedback by 16 September. The final document, incorporating any comments from the Parent Forum, had been circulated and Parent Forum members at the AGM were asked to vote on whether to approve the proposed constitution. The proposed constitution was approved and will be adopted with immediate effect.

7. Election of Parent Council Members for 2020/21

There were 9 continuing members who, for the purposes of the newly adopted constitution, will be considered to be starting the second year of their first term of appointment: Helen White, Douglas Maxwell, Campbell Ford, Pinelopi Louvrou, Dorte Al-Gailani, Dermot Murray, Jeremy Fuller, Iain Woodhouse and Ann Marie Penman.

There were 6 vacancies to fill. 9 members of the Parent Forum volunteered for the vacancies. Since the number of volunteers exceeded the number of vacancies, each volunteer gave a short presentation about themselves and there followed an open vote whereby each member of the Parent Forum was given 1 vote. After the vote it was announced that Silvia Small, Nicola Gordon, Pooja Gupta, Milica Menezes Da Silva, Keith Mason and Andrew Grant will be Parent Council members for 2020/21 for a 2 year period.

8. Election of Office Bearers for 2020/21

All office bearers for 2019/20 stood for re-election. There were no other volunteers. The 2020/21 office bearers will be:

Chair – Helen White

Vice Chair – Douglas Maxwell

Clerk – Karine McNair

9. Proposed Dates for Parent Council Meetings 2020/21

The following dates were proposed for meetings in 2020/21:

- Tuesday 27 October 2020
- Monday 7 December 2020
- Thursday 28 January 2021
- Thursday 11 March 2021
- Wednesday 5 May 2021
- Tuesday 8 June 2021

Details will be posted on the Parent Council webpage and sent via Groupcall.

10. Topics for Consideration by the Parent Council in 2020/21

The Parent Forum had been asked for input into the Parent Council agenda for 2020/21. The suggestions received were:

- Covid response (detail) – water refill, lunches,
- Covid response (broad) – educational & wellbeing impact,
- Parental engagement – feedback, communication
- Sustainability
- Employability
- Building capacity/school roll
- Music tuition & instrument quality

11. A.O.B.

The following additional matters were raised:

- Vaccination programme – not answered (Update: NHS Scotland confirmed that they are reviewing their programme)
- Introducing Philosophy to the Curriculum – not currently available at Linlithgow Academy but West Lothian operate a 'campus' method so could possibly attend another school
- Specialist STEM education – Linlithgow Academy are one of the leading West Lothian schools for STEM subjects
- Teaching Materials for Self-Isolation – All young people are on the correct group on Teams where they have access to teacher emails and lesson content. S1 are getting additional training on OneNote and the school will soon be uploading training videos for parents and pupils to help them with the online learning technology.

The Chair thanked everyone for attending and contributing to the AGM.