



Linlithgow Academy Parent Council Meeting

7:00pm, Thursday 5 October 2021, Zoom Video Conference

Attendees:

Parent Council Members:	Douglas Maxwell (Chair), Ann Marie Penman (Vice Chair), Andrew Grant, Campbell Ford, Christine McGinnes, Dermot Murray, Hannah Dunn, Helen White, Iain Woodhouse, Jeremy Fuller, Lesley Paxton, Lynne Pascal, Mary Joseph and Silvia Small
Head Teacher:	Grant Abbot
Teachers:	Luisa Burgess and Rhona White
Pupil Council:	The Pupil Representatives and Deputy Head Girl F1 in Schools – Team Manager and Sponsorship and Marketing Manager
Parent Forum:	Andy Gray, Ashleigh Smith, Callum Brown, Chris Beard, Claudette Boa, David Marshall, Gerry McArdle, Judith Gray, Laura Pearson, Laurie Boles, Lianne Rae, Lucy Wilson, Luisa Burgess, Neil Mitchell, Pamela Calabrese, Patty McNair, Penny Louvrou, Shabnam Abdul, Tania Burns and Wendy Kennedy
Clerk:	Soné Spottiswoode
WL Council:	Cllr Tom Kerr
Apologies:	Cllr Tom Con and Alison Spori

1. Welcome, introductions & apologies

The Chair welcomed everyone to the meeting. Apologies were as noted above.

2. Minutes from meeting of 14 June 2020

Minutes were approved and will be published on the website.

3. Update from Actions arising from the previous meeting.

No action from the last meeting

4. F1 in School National Competition - Pupil presentation

Two pupils shared details about the Team Vortex and their dream to become a Pro Class Team 2022. They would like to start a F1 in Schools for Primary Schools to encourage the benefits of STEM in young kids. The Linlithgow Academy team came 8th in the National Competition last year. Pictures and details were shared about the detailed designed, best engineered polygraph car.

Parents can support Team Vortex with tips, resources or financially.

Follow them on Social Media:

https://compiled.social/vortex_f1is

https://www.instagram.com/vortex_f1is/

https://twitter.com/Vortex_F1iS

<https://www.facebook.com/Team-Vortex-265923338591548/>

Standing Items

5. Councillor's Report

Due to technical issues, Councillor Tom Kerr couldn't present his report

6. Head Teacher's Report (Written Report at Appendix 1)

Grant Abbot presented the Head Teacher report as per Appendix 1

- Didbook Progress Report – The new progress tracker system where parents and pupils can view BGE snapshot pupil reports or Senior Phase progress reports, which will contain comments.
- The school is investing in learner experience by upgrading the Promethean boards and whiteboards in the hallways
- Hybrid study support package - being worked on
- Equality - Ensure all learners will be able to take part in additional learning sessions during after-school activities.
- Staffing – Low absences and two positions will be advertised
- The Queen's Jubilee – There will be no school on the 3 June to celebrate the Queen's Jubilee

7. Teacher's Report

Luisa Burgess and Rhona White

A Health and Wellbeing survey was shared with questions relating to stress levels, in the senior phase of the school. Pupils had the opportunity to share some of their class experience and style of learning. Focus Groups will continue after the school break.

8. Pupil Council's Report

The pupil representatives told us how the S6 presence is increasing while working together with the pupil council and staff, to plan Clubs for the BGE (S1-S3)

It was noted how communications are improving with the weekly report from Mr Abbot, and the use of the website for communication between the parents, pupils and staff. The benefit of having a set way to receive communication for example was the bulletin on the website.

9. Items from Parent Forum

There were no items raised at the meeting

Special Focus topics aligned with the four headings in the School Improvement Plan: Improvement in all young people's wellbeing

10. The pupil parliament

The four frameworks within building learning participation of Linlithgow Academy:

- Classroom level – in learning, teaching and assessment
- Opportunity for personal achievements
- Decision-making groups: Linlithgow Academy Pupil Council
- Wider community: YPI, MVP, Eco Groups and others

Seven faculty Pupil Improvement Teams will work together with staff, to create the opportunity for pupils to participate and influence decision making like topics and contexts. The improvement teams will link to one of five committee groups.

A question was raised regarding Curriculum flexibility and the Head Teacher responded that the Pupil parliament plan will allow committees to see the restraints, where things can change and link it to learner improvement plan.

A question was raised about how effectiveness will be measured. The holistic view has been presented on how to link staff and learner engagement & ownership to the school improvement plan. The aim is for the learner to get a bigger picture and then taking ownership of their learning.

A question was raised regarding the recruitment for Pupil parliament members and ensuring consultations take place. Time is required to achieve a strong voice of change. Because pupils know how to get involved in what they enjoy, a great interest has been shown.

Clarification was requested regarding the faculty selection. The school can't gather the senior phase for an assembly, however, is looking at many ways to communicate the pupil parliament plan to pupils. The pupils are only looking for volunteers.

A question was raised regarding a contingent plan for prelims and exams. The Head Teacher is aware that most young people haven't had any experience of assemblies or exam-halls and is planning a prelim diet in January. The health advice might change, the problem has been raised as a topic at the Heads meeting and plans are being made in preparation.

11. Anti-bullying, wellbeing and inclusion, diversity, and engagement

The Linlithgow Academy would like to see students flourish now and after school. The Parent Council would like a wider view from the parent forum to assess the current situation and follow up with feedback. The Parent Council, Ann Marie Penman, suggested a parent/carer focus group looking at bullying to tie in with the work of the Pupil focus group, who are already working with staff on issues of being bullied or witnessing bullying.

Actions:

Anyone from the Parent Council or Parent Forum who is interested in getting involved in a group to look at bullying to contact the Parent Council.

Grant Abbot will ask Alison Rutherford to make contact with AMP to discuss how best the work of the group can tie in with and support current developments in school

12. Healthy eating choices in school

The West Lothian Catering runs the kitchen according to the Scottish Government Standards. Changes to the menu were delayed due to Covid. The best and quickest way for students to get their lunch is by pre-ordering and collecting during the 30min lunch break. Parents can also view what lunch their children ordered via Ipay. There are no cues just before the bell rings. Two teachers from other schools will be visiting Linlithgow Academy's canteen for Best Practice. The astro-turf is now open for lunchtime football.

Enhance Learning and Teaching

13. Attainment, lessons learned from 2020 assessments and plans for prelims

Closing the attainment gap between the most and least advantaged children (Appendix 2 – Sway

14. Tracking, reporting, and sharing 'progress' with pupils, parents and staff

At the end of the first term a link will be sent to parents and pupils for Progress Reports, the first of the information to build up over the years and show progression as pupils move up in grades. The BGE will receive a Red Amber Green Report which will include Attendance, Class Attendance, Behaviour, Engagement and homework.

The Senior phase will receive a more detailed report per subject, with strengths and next steps included.

Improvement in the employability skills and sustained, positive school leaver destination for all young people

15. Employability – Engaging with the wide employment experience in our parent community
The Head Teacher will meet with one of the Parent Council members for a detailed discussion on the topic.

Actions:

Dermot to contact the school for a meeting to be set up with the Head Teacher

Other Items

16. Communications

The communication sub-group and LAPC Facebook Page will continue with the work in last year's outline. If any parents are interested in getting involved, please contact the Parent Council.

Action:

Any member of parent council/forum who would be interested in joining the Comms Sub-group and/or Facebook Page Admin group to contact Parent Council.

17. Any other business

A query was raised regarding accessibility to the toilets and that staff be asked to be a little bit more lenient when a child asked more than once during class time. The Head Teacher will be meeting with the janitorial staff after the October break. There are allocated toilets and cleaning times throughout the day.

A query was raised regarding the amount of vapes and smokers in the school. Unfortunately, a tiny percentage of the school's students have a big negative impact by smoking at the entrance of the school at 8.30am. The Head Teacher is aware of the situation and taken steps to discourage smokers from congregating.

Action:

Feedback from the Head Teacher on his meeting with janitorial staff over opening times for the toilets

Appendix 1 – Headteacher’s Report

Head Teacher’s Report – Parent Council October 2021

Raised Items	Key comment & points for discussion
Communication and transparency of information	<ul style="list-style-type: none"> • End of term Sway publication to be published on Thursday
School Improvement Plan	<ul style="list-style-type: none"> • SIP Priority 2 underway with all teachers. Faculty Improvement plan will focus on learner engagement and why this is so important in classrooms. Termly approach. A possible future topic to explain this in more detail and the policy context behind it is offered.
Staffing	2 teaching posts will be advertised in due course this term.
IT expenditure	<ul style="list-style-type: none"> • Maths classrooms investment with purchase of promethean tvs for all classrooms and whiteboard has been agreed. Longer term goal to invest where we can in upgrading our classroom resources, specifically around IT and furniture.
Study Support update	<ul style="list-style-type: none"> • Staff will be asked for study support times and locations after the holidays. A mix of online and in school is likely. Considering how we provides study support bus for pupils living in outlying areas so they access this provision.
COP26	<ul style="list-style-type: none"> • Faculties have been asked to work on lesson content linked to this upcoming climate conference. • WildHearts is hosting the largest global youth-led summit between the 1st – 5th Nov. Summit is free and will provide students, locally and globally, with opportunities to learn, collaborate and innovate through interactive assemblies, lesson plans and workshops. The summit will feature world-class speakers including, Cel Spellman (Actor, Presenter and WWF Call of The Wild Podcast Host) and Clover Hogan (Climate Activist and Eco-Anxiety Researcher. Her Ted Talk ‘What to do when climate change feels unstoppable’ has been viewed over 1million times).
In-Set day arrangements	<ul style="list-style-type: none"> • Our arrangements are linked to SIP and pick up on our ‘learner engagement’ theme
Queen Platinum Jubilee holiday	<ul style="list-style-type: none"> • Date is confirmed for Friday 3rd June.

Appendix 2 - School Improvement Plan

1	Improvement in all young people's wellbeing
<input type="checkbox"/>	Consult on and renew school inclusive policies
<input type="checkbox"/>	Learner Empowerment: Upscale Learner voice provision incl. creation of Pupil Parliament
<input type="checkbox"/>	Revisit and relaunch our positive relationships policy and restorative practices
<input type="checkbox"/>	Introduce Mental Health Qualification for S4 and Level 6 First Aid for S5 and targeted S4 pupils
<input type="checkbox"/>	Revisit the Responsibility of All elements within HWB to ensure teachers can identify and understand where and how they can contribute
2	Enhance Learning & Teaching
<input type="checkbox"/>	Identify pedagogical approaches that promote engagement in learning.
<input type="checkbox"/>	Establish a collaborative, enquiry-based model of curriculum making and team teaching approach
<input type="checkbox"/>	Develop a strategic planning framework that supports systematic reflection on practice and focused planning for learner engagement
<input type="checkbox"/>	Revise and reframe school quality assurance procedures
<input type="checkbox"/>	Adapt 'learning round' format to ensure that a clear focus on learner engagement
<input type="checkbox"/>	Integrate young person's guarantee, career education standard and employability skills into day-to-day pedagogy
<input type="checkbox"/>	Embed and consolidate our improvements around Digital learning
3	Closing the attainment gap between the most and least advantaged children:
<input type="checkbox"/>	Revisit curriculum pathways to ensure we maximise attainment for the most disadvantaged
<input type="checkbox"/>	Faculties will consider the full range of qualifications within the SCQF in order to maximise the attainment and achievement
<input type="checkbox"/>	Publication of Accredited Achievement pathway that maps all qualifications and opportunities across the school
<input type="checkbox"/>	Introduction of Career Ready initiative
<input type="checkbox"/>	Target Numeracy and literacy S1 Groups at SNSA band 6 and below.
4	Improvement in employability skills and sustained, positive school leaver destinations for all young people
<input type="checkbox"/>	Develop a bespoke pathway and support packages for identified learners that best meet their needs
<input type="checkbox"/>	School-Business partnerships database created through improved parental and community-based contacts and interventions.