



LINLITHGOW ACADEMY PARENT COUNCIL

Meeting

Wed 29th Nov 2023

7.00 pm – 8.30 pm

Meeting in school and Zoom video conference

MINUTES

Present:

Parent Council (PC) Members – Ann Marie Penman, Campbell Ford, Ky Norton, Hannah Dunn, Julia Miller (via zoom), Nick Goldfinch

Parent Forum Members – Hilary Crichton, Murray Ovens, Kirsten Lamb, via zoom: Marcia Coutts, Gordon White, G Aitken, Andy Gray

School Representatives – Grant Abbot (head teacher), Luisa Burgess (staff representative), Sarah Carney (staff representative) (via zoom), Alison Rutherford (depute head teacher)

Student Leadership Team – Orla (head student)

Apologies – Cllr Orr, Cllr Pattle, Cllr Conn, Richard Payne, Audrey Cairns

1. Welcome and apologies

Ann Marie Penman welcomed everyone to the meeting and apologies were noted as above.

2. Minutes of the previous meeting

The minutes of the previous meeting were agreed with no amendments.

3. Items from the parent forum

There was a question about the rationale of moving the formal assessment diet into Nov/Dec rather than Jan. Grant Abbot outlined the process of consultation and discussions that had taken place and the various factors affecting the decision to make the change including:

- agreement from a majority of departments to make the change
- the increased length of the Feb holiday introduced this session
- the amount of assessment materials required
- the increased level (42%) of alternative assessment arrangements (AAA) currently required

After discussion, it was agreed that the review of the change in dates would be brought back to the PC for further discussion.

4. Focus Topics

- Attendance – Alison Rutherford outlined the school’s strategies and interventions to support better attendance, highlighting
 - discussion with, and supports for, pupils and parents & carers
 - national concerns around pupil attendance rates
 - use of statistics demonstrating changes in attendance rates
 - impact of absences on learning
 - use of celebration to promote attendance
 - impact of late coming on learning
 - West Lothian stages of interventions including use of authority attendance group (AAG)

There was positive discussion around this, and issues such as the importance of effective teaching input during ‘cover’ lessons and classes during the last week of term also raised.

- Cost of the school day – Alison Rutherford outlined examples of cost of the school day recognition including:
 - safe uniform strategy (simple, accessible, functional, equitable)
 - WL clothing bank
 - free tie for all pupils
 - Prom costings and promotion of vintage/pre loved ballgowns and suits
 - work with dignity boxes
 - no curricular charges
 - promotion of FME

5. Fundraising – Ky Norton gave an update on setting up a group of interested parents & carers, teaching staff and pupils to further discuss fund raising.

Action: Ky Norton to set up a meeting with those who have expressed an interest

6. Constitution – Hannah Dunn gave an update on the review of the constitution.
7. Basecamp – Campbell Ford outlined the role of basecamp as a communications tool for parent council members

Action: PC members are asked to register /sign in to basecamp

8. Consultation on dates 2025/26 – GA outlined proposed dates for 2025/26 for consultation.

It was agreed that PC feedback was that we would welcome better alignment with school term dates with other local authorities (whilst recognising the difficulties of doing that)

9. Head teacher update – GA gave an update including:
 - Pathways with Purpose
 - introduction of new vision and values
 - staffing, including challenges around recruitment

- day and residential trips offered for session 2024/25, with regard to cost of the school day
- VSE

10. The meeting closed at 8.30pm with thanks to those attending

Education glossary:

<https://linlithgowacademy.westlothian.org.uk/article/77048/Education-Glossary>

Dates and proposed focus topics for Parent Council Meetings for 2023/24

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| 1 Monday 2 nd October. | 5 Thursday 25 th April CORE/Pupil voice and learner engagement |
| 2 Wednesday 29 th November
Attendance/Cost of the school day | 6 Tuesday 4 th June School improvement plan |
| 3 Tuesday 16 th January Physical school environment | |
| 4 Thurs 7 th March Student interactions/Equality and Diversity | |