



LINLITHGOW ACADEMY PARENT COUNCIL

Linlithgow Academy Parent Council Meeting

Wed 15th Jan 2025

7.00 pm – 8.30 pm

Meeting in school and Zoom video conference

Minutes

Parent Council (PC) Members: Ann Marie Penman (Chair), Adam Schofield (treasurer), Ky Norton (vice chair), Karen Marriott, Julia Miller, Gina Vereker, and on zoom: Stuart Hamilton, Pamela Calabrese, Laura McGowan, Lesley Paxton, Fiona Couper Kenney,

Parent Forum Members: Gillian McDonald, and on zoom: Tracey Aitken, Livia Crowley, Helen Jenkins, Caroline Scott, Sughanya Oakshaw,

School Representatives: – Grant Abbot (head teacher), Alison Rutherford (DHT), Suzanne Dyer (PTC Inclusion), Emily (student leadership team), Callum (student leadership team), and on zoom: Sarah Carney (staff representative), Luisa Burgess (staff representative)

7.00 Welcome and apologies

The meeting began with a welcome to all attendees, both in-person and on Zoom, and introductions. Apologies were noted from those who were unable to attend.

7.05 Minutes of the previous meeting and matters arising

The minutes from the previous meeting were accepted without any amendments.

7.10 Items from parent forum

Study space for S6 – There was a discussion about study spaces for S6 students at the school, including the following points:

- the challenges faced by students in finding quiet spaces for study and online classes
- use of available spaces, such as classrooms and booths, for study purposes
- the idea of creating a booking app along with communication and planning needs
- the need for more awareness amongst students about available spaces and the need for students to book these spaces

Mobile phone update - The implementation of a new policy on use of mobile phones in classrooms was discussed, including:

- significant improvement in classroom engagement and a reduction in low-level disruptions.

- the potential for further restrictions alongside practical considerations

Twitter - the topic of social media platforms and the need for a collective decision on their use in schools was discussed.

7.20 Focus Topic: Support for pupils – neurodiversity

There was a presentation from school staff, followed by discussion, including the following points:

- approx. 38% of the school's students have an additional support need
- the school has implemented various strategies to support attendance, including an attendance strategy, a wellbeing hub, and bespoke timetables
- the importance of positive relationships and pupil voice in creating an inclusive classroom environment.
- the school's ASN toolkit and inclusive classroom charter are used to ensure classrooms are inclusive and supportive for all learners
- staff engagement in continuing professional learning to stay updated on supporting learner needs
- the importance of staff and pupil awareness in addressing issues related to equality and diversity
- the role of the school's pupil voice committees, led by pupils, in raising awareness and addressing concerns
- the launch of a QR code for raising wellbeing concerns
- strategies in place for supporting students with additional support needs (ASN) during their transition from primary to secondary school including gathering information about students' needs and strategies from an early stage
- the need for flexibility in adapting strategies to the secondary context
- the use of pupil passports to communicate student needs to teachers
- the system for teachers to report concerns about a student's learning

7.50 Treasurers report

Adam gave a report on the PC finances.

7.55 Fundraising update

Laura gave an update on the fundraising efforts, noting the following:

- volunteers required for the event tomorrow night to help with teas and coffees.
- submission to Tesco blue tokens
- plans for a quiz night fundraiser to raise money for sports departments.
- the fundraising team to meet on Tuesday to decide how to allocate available funds to departments for priority items.

Action:

It was agreed that Laura would send the finalised list of funded items from the meeting of the fundraising group to Ann Marie for circulation to the wider parent council for approval.

8.10 Head teacher update

Grant Abbot gave an update on the following:

- course choice
- careers event
- school uniform

The meeting closed at 8.30 with thanks to those attending.

Dates and proposed focus topics for Parent Council Meetings for 2024/25

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| ◦ PC meeting 1 Mon 02/10/24
Senior Phase Curriculum
Rationale | ◦ PC meeting 4 Tue 4/3/25
Supporting parents to assist home
learning |
| ◦ PC meeting 2 Tue 19/11/24 IT and
digital training | ◦ PC meeting 5 Thur 1/5/25 Parent/
& carer/community engagement |
| ◦ PC meeting 3 Wed 15/1/25
Support for pupils including health
issues and neurodiversity | ◦ PC meeting 6 Wed 4/6/25 School
Improvement Plan |



School Improvement Plan Summary 2024.2025



Priorities for Improvement

1. Our CORE approaches are used by all staff to engage young people in their learning
2. Teachers demonstrate increased confidence in applying strategies to support the principles of inclusion and wellbeing.
3. Staff apply understanding of progression in the BGE to meet ALL learner's needs in the classroom

Priorities for Consolidation

We are confident that

1. Our enhanced Future Skills programme is fully integrated.
2. Our Pupil Parliament will play a crucial role in promoting learner voice.
3. We will achieve UNCRC Gold Status
4. Our teachers will be using digital tools to promote inclusion.
5. Our refreshed Mental Health Strategy is embedded
6. Our teachers will be using existing pupil data to support classroom interventions

Priorities for Understanding

1. How can the school improve its communication and resources to better support parents in assisting their child's learning at home?
2. How can the school enhance its methods of providing timely and helpful information about students' progress to parents?