

**Minutes of the Broughton High School Parent Council Meeting
Wednesday 16 October 2018**

Minutes approved 28.11.18

Present:	See Appendix 1	
Item		Action
1	Welcome and introductions	
	The Chair welcomed everyone to the meeting.	
	Apologies	
	Apologies were received from Claire Cowell (M), Lesley Kelly (M), Meredith Opat(M), Cath Stewart(M)	
2	Minutes of previous Parent Council Meeting held on 26 September 2018 The minutes of the parent council meeting held on 26 September 2018 were approved a true record, proposed by GB and approved by GC. The draft minutes will be circulated to GB and JW initially, then to the attendees of the meeting, and then attached as draft minutes to the mailchimp invitation, until they have been formally agreed.	
3	Maths Camp Update CS is waiting to find out if the bids she has submitted have been successful. A weekend Maths Camp for 48 S4 pupils in March 2019 in Stirling - The cost if the camp would be approx £80 per pupil, but the aim would be to provide the camp for free, with the option for parents to donate money towards the event. £5500 will be needed in total. CS has made a bid to the Mikel Fund for £3000 and the Edinburgh Maths Society for £600. A deposit of £1300 has been paid in October. The Maths dept held a stall at Septemberfest to raise money, and they have approached local supermarkets for bag-packing opportunities, or “token” schemes. A whole school sponsored walk is in discussion, to raise funds for excursions.	
4	Headteacher’s report: <i>School Roll - from 1130 to 1200 in the next 5 years - (risen by 20 pupils this year).</i> <i>MiTE - expectation from Scottish Government - 1.5sqm for every child in social space. The 2 Social spaces are the Hub and the Foyer - these add up to 659sqm. For the intended number of pupils (1200), this should be 1800sqm. A reception for visitors at the car park entrance, mag-locks on all rooms, and changes made to additional social space to make it fit-for-purpose would alleviate this problem. Extra changing room facilities and an extra science classroom would also be needed, and there would also be additional staffing requirements. Parents asked if the Rising Rolls Budget could be used to make these adaptations to the school in order to accommodate the extra pupils.</i> Update on this issue: JW is in conversation with the relevant officers within the CEC. They are discussing the changes that need to be made to the social space and the creation of an extra science classroom. Staffing <ul style="list-style-type: none"> ● Still waiting for new PSL . Hannah Deans (PE and Nurture) continues to act as Pupil Support Leader on a temporary basis ● Recruitment underway for Maths Teacher A parent had emailed the PC to express their disappointment after hearing that their child’s maths teacher was leaving the school. They praised Mr Seywright but were concerned that it would be difficult to find a replacement for him. Mr Seywright has successfully applied for a promoted post at another school. JW reported that there were 2 excellent applicants for his post. JW will pass on the kind words from the parent to Mr Seywright. HMLE-led training on Learning & Teaching Classroom Observations	

	<p>The school was commended on its inclusive and supportive ethos by the visitors</p> <ul style="list-style-type: none"> ● Productive for all who took part. Will be rolled out to middle and senior leaders at Broughton ● Paired observations and summaries with a focus on level of active learning, quality of questioning skills and peer assessment ● Training on the use of objective evaluative language for observation reports <p>Use of edICT - For Monitoring progress in Broad General Education for S1 - S3 pupils.</p> <p>JW asked the PC (and will ask staff) for their views on which database system to adopt for the school. The PC felt that it would be helpful to use edICT until the CGI system becomes fully compliant. It was suggested that prior to purchase, we check that we have the right to continue to use the software until a replacement becomes available, since the software will be on the school server.</p>	
5.1	<p>Planning for Change, Delivering Services 2019-2023 Consultation</p> <p>The consultation document had been sent out to members of the PC in advance of the meeting.</p> <p>There was general discussion by the PC about the issues it raises against the backdrop of the constant cuts since 2008 that the school has been subjected to (and the 2% efficiency savings each year). The additional information published recently in the Edinburgh Evening News (23 August) that Edinburgh schools are given less funding per pupil than 30 councils in Scotland (out of 32 councils in total) and that per capita Edinburgh Council gets the lowest settlement from the Scottish Government, were all cause for concern.</p> <p>Presently the budget indicates that we need to reduce funding by 1% which is the equivalent of losing a teacher.</p> <p>The PC felt these issues need to be debated along with members of the other PC's at the other 100 schools across the city. It is presently not transparent where money is allocated. More clarity would be possible if there was a breakdown of this.</p> <p>In Broughton High School, the PC would like to know how much the budget has been reduced in conjunction with the rising school roll.</p> <p>However, PC members felt that the school should be commended for working within the extreme limitations of its budget and continuing to have adequate resources.</p> <p>ACTION: LL and AR to raise at the North West Locality Meeting and to invite local councillors - Hal Osler/Alison Dickie</p> <p>There is discussion again of reducing classroom music tuition - and this may also impact on the Saturday morning music provision in schools. LL has offered to share her expertise on campaigning against this with PC Chairs.</p> <p>Connect has opened a survey for parents of children receiving music tuition in school to gather data.</p> <p>www.surveymonkey.co.uk/r/Y2JBN7V</p>	
5.2	<p>Broughton Works Parent Group - AR & JW</p> <p>BroWorks Breakfast - the October session was on Art and Design. Notes from each session have been taken and will be available to pupils on the BroWorks Tab on the website</p> <p>We are delighted that 3 parents have volunteered to speak to pupils about their profession. Please email the clerk if you are interested in volunteering to speak at a Breakfast or at the Careers Fair.</p> <p>Preparations are underway for the Careers Fair which will take place on Friday November 16 2018. Over 40 participants will be coming to the school to speak to pupils about their professions.</p> <p>The BWPG asked the PC for £50 budget for the refreshments for the Fair - £30 for Brownies made by Bro-Enterprise and £20 for bottled water, tea, coffee and milk. The 3 office bearers and the attendees voted in favour of this expenditure.</p> <p>The Careers Fair will take place on Friday November 16 2018. Parents will be invited to attend between 11.30 and 12.30.</p>	
5.3	<p>Broughton Association -</p> <p>The BA held Septemberfest on 29 September. The event was very well attended and much enjoyment was had. Fortunately, it was not adversely affected by the strong winds, although a few events had to be cancelled.</p>	
5.4	<p>North West Locality Group Meeting/ CCWP -</p>	

	<p>AR and LL will attend the next North West Locality Meeting</p> <p>Tuesday 13 November 2018, Broughton High School</p> <p>Concerns have been raised by Headteachers about the general lack of operational support and huge delays at HR which creates problems with provision of supply staff in schools.</p> <p>ACTION: AR to take issue of delays in HR to North West Locality</p> <p>A parent raised the issue of a decision by Edinburgh council to restrict disabled pupils transport to home - school, school - home only. This is a serious issue as it restricts participation in extracurricular activities and potentially contravenes the Disabled rights/additional supports needs Scotland Act 2002.</p> <p>CEC restrictions on disabled pupils transport - to discuss at North West Locality</p>	
5.5	<p>Treasurer's Report - GC</p> <p>JN has been added to the account and GC removed. They are awaiting final confirmation from the bank.</p> <p>There has been no expenditure. GC is writing up the handover notes.</p> <p>Careers Fair - AR requested £50 for the Careers Fair refreshments: A budget of £20 for tea, coffee and milk, and £30 for Bro-Enterprise cakes for the event was agreed. GR and PC to organise</p>	
6 6.1	<p>A.O.B</p> <p>Film Ratings Policy</p> <p>LL wanted to check the school's policy on age-appropriate films.</p> <p>JW will re-circulate advice to the teachers.</p> <p>Evening News stories of pupil attacks on staff</p> <p>GC asked whether this was a problem in Broughton High School</p> <p>JW was happy to report that this not an issue at Broughton. Pupils have said they feel safe and that the school environment is supportive and inclusive. The PC felt that this was also testament to the quality of the guidance staff in school.</p> <p>Our local community police officer, PC Collins, keeps JW updated on anti-social behaviour issues by our pupils outside of school where relevant.</p>	
6.2	<p>Transition Boxes/ S1 Survival kit:</p> <p>LL proposed that every S1 child should be given a "box" as well as their school tie, (which is funded by the Broughton Association), which could contain items such as a scientific calculator, a French/English dictionary, a water bottle, basic stationary etc. and information on Young Scot cards, access to Office 365 etc.</p> <p>Update: LL is looking into possible funding options for the project</p>	
7	<p>Next Meeting: Wednesday 28 November 2018</p> <p>Future Meetings: Weds 6 Feb, Weds 3 April, Weds 5 June</p>	

Appendix 1	
Attendees:	
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Acronym

AGM	Annual General Meeting	(HT)	Head Teacher
BHSA	Broughton Association	Fte	Full Time Employee
BH School	Broughton High School	(M)	Member of Parent Council
CCWP	Consultative Committee with Parents	PC	Parent Council
(Cllr)	Councillor	SLT	Senior Leadership Team
CfE	Curriculum for Excellence	(SM)	Staff Member of Parent Council