

DRAFT Minutes of the Broughton High School Parent Council Meeting

Wednesday 28 November

Present:	See Appendix 1	
Item		Action
1	Welcome and introductions	
	The Chair welcomed everyone to the meeting.	
	Apologies	
	Apologies were received from Jane Bremner (B.A), Claire Cowell (M), Lindsay Law (Vice-Chair), John Wilson (HT)	
2	Minutes of previous Parent Council Meeting held on 16 October 2018	
	The minutes of the parent council meeting held on 16 October 2018 were approved a true record, proposed by GB and approved by GC.	
	The draft minutes from 28 November will be circulated to GB and JW initially, then to the attendees of the meeting, and attached as draft minutes to the mailchimp invitation, until they have been formally agreed.	
4	Headteacher's report (by email):	
	Staffing:	
	<ul style="list-style-type: none"> ● Nadja Mair, an experienced maths teacher has joined the maths dept. She was previously based in Musselburgh Grammar. We are very fortunate to have secured Nadja into this vacancy when many schools in and around Edinburgh cannot fill their vacancies. The faculty's reputation has stood us in good stead with this and no doubt the ongoing positive news about our school will have helped too. ● There is concern about backlog in HR with regards to new members of staff being added to the payroll system. Secondary HTs have put together a long list of HR-related issues. ● We still need a pupil support officer, whose main role will be to support the guidance staff. There have been HR-related delays with this. ● 	
	With regard to staff and students more generally, despite the onset of winter and all the pressures that people are under, the faces I see around the school are predominantly contented and –dare I say it – happy! I continue to be quite amazed by the resilience and determination shown by students and colleagues. The way that our school community work together for the common good is also remarkable. That is due in no small part to the positivity of our parental community, with the Parent Council as role models leading the way.	
	I am sorry I cannot be with everyone this evening, but please wish all who are there are very happy festive season and Christmas holiday when it comes	
3	Maths Camp Update	
	A weekend Maths Camp will take place for 24 S4 pupils in March 2019 in Stirling - The cost of the camp has now been subsidised through funds raised, to £60 per pupil, with the option for parents to donate money towards the event.	
	The Edinburgh Maths Society have kindly donated £600. A deposit of £1300 has been paid in October.	
	The Maths dept raised £200 at a stall in Septemberfest to raise money, and they have approached local supermarkets for bag-packing opportunities, or "token" schemes.	
	ACTION: AR to ask HSBC and Ernst & Young to enquire about extra funding.	
	The BA have 2 hampers which have kindly been donated by Waitrose. They plan to hold a raffle for these at the Christmas Concert, and the proceeds will go towards the 2019 and the 2020 Maths Camp.	
	AR to find out potential costs for Maths Camps at Bonaly	
	Transition Boxes/ S1 Survival kit:	

	<p>LL proposed that every S1 child should be given a box or bag 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, basic stationary etc. and information on Young Scot cards, access to Office 365 etc.</p> <p>Update: LL has applied for funding from RBS and is creating a mock-up of the box. She is also keen to source donations of items from businesses we may use as suppliers. She is in conversation with a parent and a local stationers about this.</p>	
5	<p>Building Update</p> <p>The Scottish Government suggests 1.5sqm for every child in social space. The 2 Social spaces are the Hub and the Foyer and add up to approx 650 sqm rather than the 1800 sqm required. With the appropriate flooring, our hall could be used for pupils at lunchtimes. It is presently very cramped and uncomfortable for pupils, there is not enough seating or table space and this problem is further exacerbated in winter when they can't sit outside if it is raining or too cold. This could adversely affect their mental health and general well-being, and their social interaction.</p> <p>PC to ask Harald Tobermann (previous PC chairs) about background to reasons why the building was not constructed as originally intended.</p> <p>Mag-locks on all doors are becoming particularly necessary as the PC are concerned about the security of equipment and potential damage to the school as there are an increasing number of lets and therefore it is not possible to safely close down areas of the school. Equally, there could also be a risk to the security of pupils in certain situations.</p> <p>Budget Update</p> <p>Presently the budget indicates that the school's funding would be reduced by 1.5%, for our school this would be approx £60,000 which is the equivalent of losing almost 2 teachers. This would be directly detrimental to the pupils.</p> <p>North West Locality Update</p> <p>There was general discussion by the PC about the constant cuts since 2008 that the school has been subjected to (and the 2% efficiency savings each year). Edinburgh schools are given less funding per pupil than 30 councils in Scotland (out of 32 councils in total) and per capita Edinburgh Council gets the lowest settlement from the Scottish Government. These are all causes for concern. This issue was raised at the North West Locality Group and will be raised by parents at the CCWP (the Consultative Committee with Parents).</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. Connect have conducted a survey for parents of children receiving music tuition in school to gather data.</p> <p>ACTION: Parents are strongly encouraged to write to their local councillors if they are concerned about these potential cuts</p> <p>Other issues that will be raised at CCWP are lets with primaries. Recently, the council have introduced limitations on Primaries for the use of their school buildings for parent evenings/ pc and pta meetings/ fundraising events etc. 32 free hours are allocated to schools for activities on the premises after 6pm, after that the school is charged £10 an hour.</p> <p>An event will take place at Murrayfield on 30 November on Parental Engagement.</p> <p>There is concern that this flawed system will be applied to secondary schools also. It is possible that BH school will be less affected by this due to private contracts with Mite.</p> <p>North West Locality Group Meeting/ CCWP -</p> <p>ACTION: AR and GB will attend the next North West Locality 22 January, St Augustine's High School</p>	
6	<p>Invitation to the SQA</p> <p>ACTION: AR to invite Susan Gibbs SQA Liaison Officer to present prior to a PC meeting</p>	
7	<p>Sub-groups and the Constitution</p> <p>The PC will put a request on Facebook for an accountant for their accounts JN</p> <p>The constitution will be amended in relation to accountancy pending on agreement of this at the AGM</p>	

8	<p>Parent Council officers and sub-group reports</p> <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 and parents on the BroWorks Tab on the website</p> <p>The Careers Fair took place on Friday November 16 2018. Over 40 participants came to the school to speak to pupils about their professions, or courses in FE and HE. There has been very positive feedback from the participants, the pupils and the parents who attended. All the participants have agreed to come back next year.</p> <p>The PC funded £30 for home-baking by Bro-Enterprise and £7 for tea/coffee etc for refreshments at the event.</p> <p>Our next Careers Fair will take place on Friday November 15 2019. We were delighted that 3 parents attended this year to talk to pupils about their professions. If you would like to volunteer to speak at a Breakfast or attend the Careers Fair, please email the clerk: clerk.bhspc@broughtonhighpc.org</p> <p>Communication Group Update - JN and JW</p> <p>JN and JW to meet to discuss Twitter.</p> <p>Treasurer's Report - GC</p> <p>JN has taken over from GC AR and GB to be signatories on the PC bank account</p> <p>£37 was allocated for Careers Fair refreshments: Cheques for GR and PC need to be collected</p> <p>GC will contact Office Bearers with relevant admin details.</p> <p>GC and CC to start the askaparent initiative</p>	
7	<p>Affiliated Groups</p> <p>200 Club</p> <p>Colin Gilbert is taking over from Graeme Robertson. He will be the new signatory on the bank account.</p> <p>Broughton Association</p> <p>The BA hold very successful cafes at the Sounds like Saturday morning music lessons and for the Chess events at the school. Many thanks to the fantastic pupils who volunteer to help at the cafes. These cafes raise much-needed funds for the school.</p>	
9.	<p>Sheila MacAllister, the Pupils Support Officer, attended the meeting. She outlined ways in which she is currently supporting parents to get extra funding. She is establishing a room in school for uniform which will be readily available to all pupils.</p> <p>At the S2 Parents Evening, she has organised for a Home Energy Expert to attend and a representative to undertake Benefit Health Checks. Sanitary products are available at any time in school. Pupils will be encouraged towards the end of term to collect some at lunchtime to take home with them.</p> <p>Sheila informed the PC about the Occasions Boutique at Royal High School. AR to inform parents</p> <p>GC has kindly agreed to donate 2 clothes rails to the school. The PC would like donations of hangers for these rails.</p> <p>ACTION: PC volunteers to wash and iron uniform for S2 parents evening</p> <p>Parent Mentors - the PC will be organising some parent mentors for pupils next term. The school hopes to organise some Mindfulness and World of Work sessions for parents.</p>	

	<p>A.O.B</p> <p>Film Ratings Policy</p> <p>Advice to the teachers on age-appropriate films was recently reconfirmed. However, a parent has informed the PC that this has led to a situation in which pupils who are younger than the age rating were asked to leave the room whilst the older pupils watched the film. The younger pupils were given work to do at desks outside and were concerned that other passing teachers would think they had been sent there as a punishment.</p> <p>This was not the intention of the PC when they raised this point. Ideas to avoid this in future included:</p> <ul style="list-style-type: none"> ● Informing parents in advance so they can give permission ● Pupils could be given the choice by the teacher to go to the library if they are uncomfortable about watching the film. 	
	<p>Next Meeting: Wednesday 6 February 2018</p> <p>Future Meetings: Weds 3 April, Weds 5 June</p>	

Appendix 1			
Attendees:			
Gary Bak (Chair) Gordon Chrumka (M) Sheila MacAllister Jane Norie (Treasurer)		Aletta Ritchie (Clerk) Cath Stewart(M) Jenny Wilson (M)	
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