



## Berwickshire High School Parent Council Minutes of Meeting: 1<sup>st</sup> February 2017

### **Present**

#### Parents:

Douglas Archibald, Neil Bennett, Jane Boyce, Audrey Gaston (Treasurer), Avril Hamilton (Chair), Kath Lothian, Katy Master (Secretary), Morag Mazzoni, Fiona Morris, Agnes Owtram-Temper, Diane Sinclair, Jane Taylor, Ali Thomson, Jason Waghorn, Neil White

#### Staff:

Scott Steele (Acting Headteacher), Mark Colston (Acting Depute Headteacher),

### **Apologies**

Rosemary Bain, Livvy Cawthorn, Joanne Moore, Diane Murray, Val Redpath

### **1. Minutes of Last Meeting and Matters Arising**

The minutes of the meeting on 7<sup>th</sup> December were approved as a correct record.

### **2. Chairperson's Report**

Avril Hamilton reported that before Christmas she met with representatives from SBC to discuss the headteacher situation. The headteacher of Hawick High School has resigned and SBC will now move to recruit his replacement. The job will be advertised in February.

SBC is consulting on its strategy for tackling child exploitation. There is a consultation event being held at Berwickshire High School on 16<sup>th</sup> February at 6:30pm.

### **3. Treasurer's Report and Fundraising**

Audrey Gaston reported that the current balance is £6611.04. A profit of £967.64 was made at the Christmas Fayre, down on last year by £219.27. This was largely due to fewer stalls and less money taken on the raffle.

Kath Lothian was pleased to report that the Fitness Suite equipment purchased with the Windfarm Funding had now been delivered and installed, and so the £5,000 can be transferred to the school account. Kath is going to have a meeting with Rob, look at the equipment, and discuss the next stage of funding

There was a discussion about fundraising with an appeal for some some new ideas. Ali Thomson reported that the idea to hold a charity golf event is unlikely to prove workable after all due to the costs involved. It was suggested that the Parent Council set up a '100 Club', which was done successfully at Duns Primary School in recent years. Neil Bennett, Douglas Archibald and Ali Thomson agreed to look into this and start working out the practicalities of set-up.

#### **4. Parental Involvement sub-group**

Katy Master reported that she has identified a select group of parents to help with Duke of Edinburgh expeditions and forwarded this information to Ms Moghadam and Ms Stirling.

Ali Thomson reported that a meeting with Mr Harvey has been set up to discuss extra-curricular sport and the parental help required.

Mr Colston reported that he has taken over responsibility for the Developing the Young Workforce initiative and that he has a list of local employers he wishes to target for support with this. He agreed to circulate this list to members of the Parent Council in order that they might help identify any gaps.

#### **5. Headteacher's Report**

The acting headteacher, Mr Steele presented his report.

##### **Staffing**

We have re-advertised both Maths and Computing posts. We have got a possibility of a Maths Teacher. This is being chased up today.

We have our Guidance Posts filled.

We have our new Depute Mark Colston who has been at BHS since the first week in January.

We have a few short term absences that have caused us to re-arrange timetables. This has been done, in consultation with staff, and it is anticipated these interim arrangements will continue until the February break when we are expecting those staff members to return.

##### **Designated Social Areas To Be Used For Food/Drink Consumption**

As a school we have assigned designated social areas where food and drink must be consumed. The designated social areas are as follows:

- Dining Area
- Social Area outside Music
- S6 Common Room
- S5 Social Area in Social Subjects corridor
- The benches opposite the assembly hall

There is no food/drink consumption in any other part of the school.

There is no food/drink consumption in corridors and classrooms with the exception of water.

The canteen does not sell any food or drink, with the exception of water, after the first bell in the morning at 08.48, after the first bell closing the morning interval at 10.43 and after the first bell closing lunch at 2.03. The only exception to this is S6 students who have non-contact.

We have also developed a rota of PTs supporting supervision at lunchtimes across the school week.

### **Signing Out Procedure**

We have introduced a new signing out procedure, which has markedly reduced the number of student medical appointments. Students now require a letter from a parent, or an appointment card confirming this. If the timing is such that a letter is not possible, a phone call to the school will be necessary to confirm arrangements.

### **Pupil Attendance**

Pupil attendance;  
Period by period registration.

### **Supporting The Lowest Performing 20%**

Pupil support for attainment linked to tracking;

- ✓ Lowest 20%/LAC;
- ✓ Solution focused scaffolding/target setting;
- ✓ Guidance role;
- ✓ SLT role.

### **Developing the Young Workforce - Summer Academy of Skills**

- ✓ Introduction to DYW, my background and successes;
- ✓ BHS DYW partnership group;
- ✓ DYW in the curriculum (teacher awareness visits);
- ✓ DYW Sector focused careers fairs Lunchtimes;
- ✓ Evening Careers Fair for S4-6 Families (presentations SLT, SDS, Borders College, DYWIG);
- ✓ Midwifery/Nursing taster day;
- ✓ SAS package. Parents Evening to support this process.

### **Invigilators**

Interviews took place and a number of candidates have now been enlisted to support the final SQA exams in April and May 2017.

### **Recognising Wider Achievement**

The school has set aside £6,000 to secure the services of webanywhere. It is our intention to use this web based site to allow all our young people to document their progress in their learning as well as document wider achievement. The attainment gap at BHS can be defined as such: the performance gap of our Looked After Children and the aspiration of our Middle 60%. As a school we intend evidencing wider achievement and certificating it accordingly possibly through Youth Achievement Awards. At Bronze level YAA have a value of a National 5 C pass, and at Silver they have a value of a Higher Award.

### **Expanding Certification**

We intend exploiting the curriculum more to increase certification for our young people. It is hoped this will be done in the following areas:

- National 4 RMPS in S3.

- English N4/Media N4 in S4. Both subjects will be taught within the five periods dedicated to each column.
- National 4/5 Health & Well-being will be taught in S3.
- N4 Enterprise & Employability will be taught in S3/4.
- SQA Leadership Level 5/6 will be taught in S5/6.

### **Senior Phase Options Consultation**

All S3 to S5 students have been consulted about their Senior Phase Options. Changes suggested by students have been implemented. The next phase of consultations will take place after the Prelims. There will be a Senior Phase Options night for parents on Tuesday March 7<sup>th</sup>.

### **Easter School**

Many staff voluntarily put on a whole host of study classes on during lunchtimes across the school year and in particular leading up to the final SQA exams. SLT is considering organising an Easter School for the first week of the Easter holidays.

### **Parent Consultation about the School Website**

The school will consult with the wider parent body about the content required for the new school website. It is our intention to pass this data onto the Parent Council to help shape ideas for the new website.

**Validated Self-Evaluation** - The Validated self-evaluation (VSE) process is continuing. It aims to develop the capacity of staff and in turn improve the quality of outcomes for learners. Evidence of good practice will be shared across the school and faculties will be partnered to help continue to develop the capacity of staff. Where we have identified development needs, we are creating an internal CPD programme for staff.

**Vision, Values & Aims** - Further progress has been made regarding our VVA. We have had further engagement with Neil Bennet, and we have had agreement from Amey that we can progress with our banners and signage across the school.

### **6. Issues Raised by Parents**

There were none.

### **7. DONM**

1<sup>st</sup> March 2017, 7pm

### **Minutes Approved by Parent Council on Wednesday 1<sup>st</sup> March 2017**

*Avril Hamilton*

**Avril Hamilton, Chair, BHS Parent Council**