

# Crieff High School Parent Council

**Draft minutes of meeting held on 11 March 2021**

**Virtual meeting via Zoom 6.30pm**

Present: John Donnelly (JD) - Headteacher/Campus Leader, Lily Cannon (LC) - Head Girl, Rooney Kilgannon (RK) - Head Boy; Cathy Tilbrook (CT) - Chair, Morven Harrower (MH) – Vice Chair, Betsy Vielhaber (BV) - Secretary, Billy Russell (BR) – Treasurer, Aileen Turkington, Emily James, Rebecca Mackie, Nina Stenhouse, Alison Ritchie (AR), Fiona Perry, Ruth Robertson, Linda Sterry, Katherine Lakeman, Isla Robb, Murdo Campbell, Ailsa Mooney, Anne Lemon, Matt Kendall, Malize Donaldson, Andrew Donaldson, Lucile Black, Katherine Lakeman, Clara Walker, Sam Walker, Helen McCrorie, Angela Logan  
Apologies: Gillian Rose (GR), Catriona Cunningham

## **1. Welcome and apologies**

CT opened the meeting and welcomed everyone. Noted that planned agenda was amended due to announcement of the changes to back to school from the Scottish Government released Monday, March 8<sup>th</sup>.

## **2. Update and discussion on back to school before and after Easter Holiday**

JD apologised for no formal presentation but explained that schools had no advance warning of SG decision for all secondary pupils to return to school before Easter on a phased basis. Prior to announcement on 8 March, planning had been on basis of return for S4-6 pupils only, so this change has added a layer to complexity and required rapid amendments.

Challenges with 2 metre social distancing reducing the number of pupils allowed in school. Also affects school transport, with 1 metre spacing, which means only 40% capacity. Face coverings and use of hand sanitiser will remain mandatory (apart from exemptions).

Other High Schools are handling it differently, but CHS is handling with each year group S1-S3 coming in one day (Mon- Wed) each week until Easter. The main reasoning of drive to get S1-3 into school is well-being, so keeping the year group together helps to connect with friends and adjust back into school routine.

### **S4-6 arrangements:**

Senior phase approach allows pupils to have one full day focused on each of their subjects, allowing real depth of learning. Attendance on Thurs and Fri will be mainly for S4-6 pupils, but smaller numbers of senior pupils may attend school on others days as well. Areas like the Tryst and sports halls are available for larger classes to handle up to 30 young people. Lunch break will be extended for senior pupils.

Each week prior to Easter will be different schedule so that by the end of week 3 (and with very few exceptions), all senior pupils will have had one day to focus on each of their subjects. Timetabling all of this, in line with Covid rules has been a real challenge but teaching staff have worked hard to achieve a solution.

### **S1-3 arrangements**

Pupils have been allocated to a 'bubble set' to minimise their contacts during the phased return. S1 have 3 double sessions and a single class on their schedule. S2 and S3 is a bit complicated due to different subject choices. But all pupils will get English, maths, science, PE and social sciences. PE will be held outdoors. Not all classes will be with pupils' regular teacher, but will be with a subject specialist. The intention is to offer a broad educational experience and get kids back to school life. Timetables are being sent to pupils and parents.

### **Parent feedback and questions:**

CT thanked JD and commented that school staff had done an amazing job to develop such a varied timetable for each year group in a short timescale. Many meeting participants also echoed this in the chat.

### **What are the arrangements for school lunch?**

Canteen has been changed to make social distancing possible. Reduced to 60 people max. and lunch breaks will be staggered to minimise numbers. Chairs are at angle. Must be seated. Pupils can go outside at break and lunch. Menu on offer will be similar to that in place before the lockdown.

### **What are the arrangements for Covid testing?**

Lateral flow Covid test kits are already available for S4-6 pupils to collect and use (parent consent is required), and will be available for all pupils after Easter holidays. Over 50% of S4-6 pupils are already signed-up and 90% staff. There is no expectation that pupils will have taken a test before they first attend school.

### **How will online learning change when more pupils are in school?**

JD confirmed that over the three weeks until Easter, there will be less live learning on the days when pupils are not in school, as many teachers will be teaching in school. For each subject there will be at least one weekly live input. Instead there will be more remote, recorded input. Departments will let pupils know when staff are available to talk and discuss work. Learning grids will still be provided for the next few weeks and pupils should log into MS Teams each day (if not attending school) to check on work set.

### **Are uniforms mandatory?**

JD acknowledged concerns that some pupils may have outgrown uniform and it is not easy to replace these at present, and there may also be financial issues for parents. He asked that parents wear uniform if possible (or PE kit on days with PE). However, school will be understanding and no pupil will be sent home due to uniform issues.

### **When will assessments take place for SQA evidence?**

JD stressed that there would be no testing in the first two weeks after the Easter holidays (apart from an S4 literacy assessment) but noted that the rest of the term will be a period of assessment and assignments for senior pupils to meet SQA deadlines. JD accepts the possibility that this could cause stress for pupils, but there will be coordination and timetabling to ensure that pupils are not overloaded.

SQA is providing guidance for each subject and has reduced requirements for some parts of syllabus to reduce pressure. Assessments will need to be completed by early June. Moderation and checking of assessment marks will take place across departments, school, PKC and then across Scotland (SQA will sample materials from each school).

JD also noted that the first 6 weeks of next term will be Study Support weeks, with teacher sessions after school. CW highlighted additional online resources available from e-Sgoil <http://www.e-sgoil.com/easterstudysupportsessions2021/> and JD confirmed that a number of online study resources would be highlighted in material coming out to parents.

### **3. Results from the self-evaluation survey:**

JD will circulate the self-evaluation results and we can deal with it in the next meeting. Will give everyone the time to see where improvement has been made and what still needs to be addressed.

***Action 1: JD to circulate self-evaluation survey results for discussion at next meeting.***

### **4. Head girl/boy update**

LC noted that prefects are finalising an S6 yearbook but wondering if the parent council could help support because costs are high this year as they have not have chance to do fundraising. CT requested more details but thought this was something the group could support.

***Action 2: LC to provide details of support sought for yearbook.***

RK reported on support provided to pupils via social media. He noted questions and concerns raised about the SQA process and asked JD for clarification. JD noted there will be not be formal prelims (due to lack of space for such exams) but instead there will be unit assessments which should be treated as important opportunities as they will be the basis for teacher assessments for SQA evidence.

AR asked about timetable for assessments and JD confirmed that this will be circulated before Easter if possible, but if not then immediately after the holidays.

### **5. AOCB**

#### **Mobile phone working group.**

AR provided an update from the working group. They are developing a remit and are planning to develop an information page for the school website with information and tips on how to manage mobile phone and online use. The group will carry out a survey next term to gauge anonymous views of parents, pupils and staff. This will help to inform input to the review of school mobile phone policy (due to be updated next school year).

***Action 3: Working group to provide full report to next meeting, including draft survey proposals.***

#### **School communications**

HM mentioned that the school communications to parents are a bit hard to decipher what the subject is and what the attachments are, especially when searching inboxes for a specific message. Would be helpful if there is a topic in the subject line of emails. Many parents

agreed with this in the chat. Also discussed GroupCall App. Many parents were not clear or don't use this.

**Action 4: JD to investigate whether group emails/messages to all parents could include a subject heading.**

#### **Widening access to Higher Education:**

SW mentioned that other schools have programmes such as REACH, Top-up etc which assist pupils to access higher education. He asked whether these were available at CHS. JD clarified that every school now has access to these programmes, but they are aimed specifically at pupils meeting specific individual profiles, e.g. Additional Support Needs, free school meals, etc. CT noted we can look more into this in another meeting.

#### **Update on Night of Champions:**

Nick Keiller had provided an update that 2021 Night of Champions has sadly been cancelled due to Covid constraints and lack of sporting opportunities over past year. The organisers are now focusing on 2022 and have lined up a great speaker.

#### **Website redevelopment**

GR reported that this is progressing well but asked for clarification on contact in school office as Laura Fraser is seconded to another role. JD said that Laura remains best contact at present (only available on Tuesdays) as her backfill is shortly going on maternity leave so the post will be recruited. CT mentioned that help had been sought from Parent Council to provide a direct debit for costs of website domain registration / management and details are being provided.

**Action 5: CT to liaise with GR to advise on contact for website.**

### **6. Minutes/action items from (28/01/21)**

**Action 1 – JD to follow up on points regarding audio files, clearer info to parents on deadlines for work set, and greater feedback to pupils on online work submitted.** Discharged

**Action 2 – JD to provide update on P7 transition arrangements.**

Update – information has gone to primary schools and parents. Virtual event planned and hope that in person transition will be possible next term. Enhanced transition visits happening after school for affected pupils over next few weeks.

**Action 3 - CT will circulate email addresses to the mobile phone / social media working group and clarify request to work with JD and team.** Discharged

**Action 4 – Carried forward from Dec: Proposed CHS masks - BV to share samples with school and senior Prefect team to get pupil feedback on potential designs and Action 5 - Discuss proposals further at next meeting.**

Update: BV to work with LC and RK and prefect group to review samples and decide on next steps. IR suggested a potential local supplier. Report to next meeting.

### **7. Date for the next meeting - April 29<sup>th</sup> 6:30pm**

Topics deferred for next meeting – health & wellbeing survey results; Assessment of curriculum options, including S1/2 subject choices; mobile phone working group survey.