



PENICUIK HIGH SCHOOL PARENTS' ASSOCIATION MEETING

TUESDAY 3rd NOVEMBER 2020
AT 6 PM VIA ZOOM

Present

Helen Armstrong (Parent)
Julie Begbie (Parent)
Craig Biddick (Acting Head Teacher)
Sharon Bravey (Parent, Treasurer)
Sharon Leitch (Parent)
Susan Murray (Parent)
Pauline Pender (Parent, Chair)
Lynsey Weir (Minute Clerk)

Apologies

ACTION

1.0 WELCOME AND APOLOGIES

PP opened the meeting by welcoming all to this zoom meeting.
No apologies noted.

2.0 APPROVAL OF PREVIOUS MINUTES

1) Previous minutes approved and no action points to note.

3.0 TREASURERS REPORT

- 1) The balance of our account is £4,935.
- 2) Possible funding requests include school blazer and ties.
Funding towards cameras were also raised.
- 3) It was agreed to fund £2,500 donation towards uniforms, ties
and Cameras with Craig Biddick to liaise with Pauline Pender if
that amount falls short.

4.0 50/50 CLUB

- 1) The recent draws for the 50/50 club will be advised
separately.
- 2) PP highlighted a problem which has been identified in our
wording of the prizes for our 50/50 Club. We offer 3 prizes
however, the leaflets state that 50% of funds go to winner,
rather than winners, and other 50% go to school funds.
This is being rectified.

5.0 SCHOOL MATTERS

Head Teacher Report inserted:

I am pleased to report under the following headings to this meeting of the Parent association this Evening:

- Covid 19 update and new 5 tier Education sector guidance - Summary
- Staffing
- Budget
- Changes to tracking and monitoring
- Uniform
- Student Leadership
- Homework Policy
- Parent Report Evenings
- Teaching and learning

1. Covid 19 Update

The school continues to be split the school into Senior Phase and BGE timetables with staggered start, break and lunchtimes which is working well but is continuing to put pressure on senior staff who must do supervision of these breaks.

The new 5 Tier framework, Guidance for Education has just been released by the Scottish Government and summarised below are the key points for the school at Tier 3 (in bold text)

- Complying with physical distancing advice continues to be very important and requires regular reinforcement.
- At Levels 0-2 face coverings should be worn by adults where they cannot keep two metres from other adults and / or children and young people across primary and secondary (but with ELC models permitted for early stage, P1-2, as before). The “sustained period” 15-minute caveat no longer applies.

At Levels 3-4 face coverings should also be worn by adults and young people in classrooms in senior phase.

At all Levels face coverings should be used by adults when not working directly with children, for example when moving around settings or when in staff rooms, administrative areas or canteens

across all school settings.

- Face coverings should be worn by parents and other visitors to the school site (whether entering the building or otherwise), including parents at drop-off and pick-up.
- As winter approaches, local authorities will support schools to adopt strategies that help balance the need for ventilation with keeping people warm. Expert advice identifies that using

Pragmatic approaches which recognise the importance of people being comfortable may help everyone to stick to guidance in relation to ventilation.

- Careful hand washing with soap and warm water/use of alcohol-based hand sanitiser before and after handling jotters (or other pieces of equipment) mitigates the need for quarantine for 72 hours before, and 72 hours after. Staff should also avoid touching their mouth, nose and eye area.

Updates on Curriculum Changes

Physical Education

- Children aged 11 and under can play organised contact sport both indoors and outdoors. Organised outdoor contact sports such as rugby can re-start for people of all ages.
- For outdoor coaching sessions, there is a limit of 30 on the total number of people who can be coached at any one time.
- When in an indoor facility, those aged 12 and over can participate in organised contact and non-contact sport.

Please Note: Where a school is in a community under protection level 4 mitigations, physical education within school settings should only take place out of doors. If weather is extremely bad then schools may use their judgement as to whether it is safe for children to be outside.

Updates on Assessment

National Qualifications:

There will be no external assessment of National 5 courses this year and an alternative certification approach is being put in place based on teacher judgement, supported by assessment resources and quality assurance.

- The SQA published broad guidance on evidence gathering and estimation with a clear focus on the quality, not quantity, of evidence.

This is accompanied by an SQA Academy Course on quality assuring estimates.

- Subject specific guidance on the work that learners need to complete will be published by the SQA.
- Higher and Advanced Higher exams are planned to start on Thursday 13 May 2021 and finish on Friday 4 June 2021, with Results Day on Tuesday 10 August 2021.

A clear contingency plan will continue to be developed, including key checkpoints up to the February break to assess public health advice and its impact on the plans for exams.

Compliance with measures in school is good overall – although we are still having issues with students not bringing masks/ and or wearing them in corridors or crowded spaces and in Penicuik shops.

Staffing:

We have just interviewed for temporary Music post – 3 months from appointment and a temporary English post until the end of session. These arose from the cover of the DHT absence from August 2020. I will confirm appointments at the next briefing.

Budget:

Budget pressures for Council arising from Covid 19 continue to be an issue – as limited income vs increase costs e.g. PPE, Transport costs FSM Additional costs to us e.g. additional PPE, teacher resources are approaching £8000. We have applied for Covid recovery costs to be met centrally and some of these costs are on-going.

Changes to Tracking and Monitoring

We are continuing to develop and implement our new and robust three phased approach to tracking student attainment across all year levels this session and as stated in my last report to the Parent Association this will be a mixture of early tracking, interim (with grades for Senior phase) and full reports. Reports will be sent home and we will use overview reports to target intervention and communication with parents. An internal protocol has been developed and Principal Teachers of Guidance and SMT are following up with parents/ carers and students. This will also involve Principal Teachers of Curriculum in ensuring there is impact and improvement in performance and subsequently attainment

We are also going to use a four level language of outcome within the Broad General Education phase of learning (S1-S3) to help look at

progression and challenge but due to Covid and assessment development needs we are going to introduce that fully in session 2021-22. These levels of attainment will be used to track progression and be reported on to parents. This will enable us to monitor performance in general but also specifically based on their ability level. We therefore will be in a better position to look at challenge and progression based on a student's ability level. The language involves the terms Progression and includes Merit and excellence categories based on national CfE benchmarks.

Uniform

As you will be aware we have moved back to uniform as of Tuesday 22 September, 2020 and overall the standard is good. Some students need to wear PE gear to school while others have sought an exemption based on the Covid situation. Since the start of this term we have now stopped the dress down Fridays but I have been clear to parents/ carers in my communication home that we remain committed to being flexible around non-uniform due to washing needs. Students only need to bring a note in relation to the need for an exemption and this will be noted.

S4 will now receive the new Senior tie free on Thursday and we will collect the old blue and white ties to help with S1-3 uniform needs over time.

Student Leadership

We have now appointed 21 Associate Prefects at S5 level based on staff nominations and we will use this session to start developing their leadership skills. We could have taken a lot more but settled on a group of students who have a range of strengths and can help with school supervision duty, support of school events and activities and build a rapport with younger students. They will assist the S6 Leadership group take forward our plans for more student voice and will give us an experienced group of student leaders into next session.

The S6 Leadership group recently put together a Virtual Assembly and will organise a short Remembrance Assembly for next Monday.

Homework Policy

One of the Deputes is working with me to develop a new School Homework policy that will outline how much homework students should have and what types of work – either through Google Classroom or delivered in class directly. This will also outline the expectations for Subject areas in terms of regular marked homework and feedback. It is our intention to have course and homework outlines

for parent/carer information on our new website.

Parent Report Evenings

We were looking at using the Parent booking system Company that has a live video feed tool but I have been told today that it is not seen as suitable due to technical and GDPR issues and would need more work before it was approved. Our default may need to be a booking systems and using phones in school. I will keep parents informed – our first evening for S2 is scheduled in December 2020.

Teaching and Learning

We are continuing to focus on our Big 5 Project which is about the 5 key formative assessment strategies that we know through academic research makes a difference to learner's progress and attainment. The work for this will need to continue to focus on keeping the 5 strategies fresh in staff member's minds as practitioners and in January we will look at the possibility of renewing Trio work on collaboration and peer observation.

ANY OTHER BUSINESS

6.0

- 1) Sharon Leitch asked if any dates had been confirmed for Prelims or Assessments – Craig Biddick advised not as yet, parents will be informed as soon as we hear.
- 2) Sharon Bravey highlighted levels of anxiety amongst students with regards to no firm answers on prelims and assessments. Craig Biddick advised this has been noted by many and fed back to authorities.
- 3) Pauline Pender advised that she has updated the Parents Association section of the school website with recent meeting minutes and future meeting dates.
- 4) Pauline Pender advised that she will be attending a Midlothian Parent Council meeting tomorrow and asked for any points to pass on (Parents meetings and use of Zoom).
- 5) Helen Armstrong asked when the S6 Common Room would be open throughout the day. Craig Biddick advised the reasons the room is open at break times as a recreation/relaxing space during the day but not a study area during the day.
- 6) Julie Begbie asked for feedback regarding the UCAS Personal statement. Craig Biddick will chase this up with the relevant staff.
- 7) Sharon Leitch asked about the S6 reports just issued. Craig Biddick advised that the reports issued were tracking reports and there are interim and full reports at S6 as well during the session.

8) Julie Begbie asked if the school blazers are washable. Craig Biddick confirmed that they are.

7.0 Date of next meeting is set as 20 January 2021. Future meeting dates are set as 10 March 2021; 4 May 2021 and 16 June 2021.

Meetings will be held via Zoom until further notice to allow for Covid-19 restrictions.

Name of Chairperson:

Signature of Chairperson:

Date Minutes Approved:
