

		Culloden Academy Parent Council Meeting - virtual 16th November 2021, 7pm	
#	Item		Action
1	Welcome	Present: Jeni Alexander - Chair Morven Reid - Treasurer Ally Hill - Secretary Dr James Vance - CA Head Teacher Catherine Bunn, Wendy MacKay, Duncan McDonald, Kirsten Petrie, Samantha Scott, Carol MacLennan, Lexie MacKay, Andrew Cobban, Will MacRae, Gaener Rodger, Elaine MacRae JA welcomed everyone to the meeting, and all attendee introduced themselves to each other.	
	Apologies	Neil Hillyard	
2	Previous Minutes	Previous meeting minutes for 27.09.2021 were presented by Ally Hill. Approved by James Vance and Seconded by Wendy MacKay.	
3	Headteachers Report	Parent Council report 1) Apologies from Vikki F who was due along to outline the key messages and actions arising from the Parental Wellbeing Survey. It has been reviewed, key messages identified and where there was not a clear plan in place, work has started to address these issues. She will either attend the next meeting or we may produce a written version like the recently released one on work experience/ being career ready. 2) Good news story from the Business Studies department: Over the past 5 years we have placed 6 pupils in Accounting Apprenticeships in the Inverness area- 3 in 2021. These pupils could have gone to University but once they picked Accounting knew that that is what they wanted to do with their lives and rather than spend all the money on a University Education decided to apply for an apprenticeship so they could achieve their goals quicker whilst earning money. They can achieve Chartered Accounting status a couple of years earlier than if they went to University. We have excellent relationships with a handful of Accountancy firms including JC who have said "Would be great to keep the Culloden conveyor belt of young talent working, you are clearly doing something right as no coincidence that we have been able to get so many excellent students and young people in over the years." 3) SNSA tests this week. National Assessments carried out at P1- controversial I believe, P4, P7 and S3 to evaluate literacy and numeracy levels. They allow us to better understand our young people when they arrive in S1, evaluate what progress they are making by the end of S3 and help- alongside a range of school informal assessments- to identify pupils correct levels of exams for S4. Because formal testing tests certain skills they would only be used to facilitate a conversation with a pupil about being more ambitious, never to block a pupil's progress.	

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<p>3</p>	<p>Head Teachers Report Contd.</p>	<p>4) Parents Information Evenings- S1 last week, S2 tomorrow night and other year groups to follow. Designed to support the Parents Evening process they happen ahead of the main event to set the scene and give the information that you don't want to waste your precious five minutes with the teacher asking. Like most things, they work a lot better in the flesh when people can hang back and ask for further information. All I can say- and do say- is that if a parent has any unanswered questions, just email them in after the event.</p> <p>5) Parents Evening Booking System. We watched and waited whilst a few schools tried this out and I really hoped that we might not need to go down this route but we do. Anecdotal evidence is that staff like it, initial feedback from IRA who had one last night is that parents like it but please be assured you will have the chance to feed back on it after the event. The logistics are worth explaining as to how we end up with less slots than you would want. Teachers are paid to work 35 hours a week and that is split up between teaching time, marking time, preparation and curriculum development time, professional development, staff meetings and Parents Evenings. In reality most teachers in most schools go above and beyond this but school leaders cannot set up a system that requires staff go beyond their 35 hour week. Therefore I can only allocate 2 hours of time per year group for the face to face element of Parents Evenings and that would usually equate with 24 slots. Unfortunately because of the 1 minute buffer that drops to 20. For practical subjects- where the teacher has 20 pupils- that is fine, but for other subjects it leaves a shortfall. Obviously this is undesirable and in face to face parents evenings parents would jump in if there was a space or queue and see them after the end of the allotted slots. That won't work but what I suggest is that if you do not get a slot for a particular subject that you want, contact Guidance and ask for an update- some staff will offer alternative slots, some will provide feedback, no-one will be ignored.</p> <p>6) Uniform- going well- could go better. Ties we stock. Uniform we keep a stock of but not endless quantities. So- contact the office or go direct to the supplier for logoed jumpers etc. However, a school tie is enough.</p> <p>7) Flu Vaccines- If you have an S1-3 pupil please remind them about the form and the to listen for when to attend in registration tomorrow morning.</p> <p>8) COVID is still very much with us- could the Parent Council help promote the wearing of masks and hand hygiene because we have seen it take a very heavy toll on some individuals in our community- of all ages.</p> <p>9) COVID Vaccines- We will be making these available to 12-15 year olds on a date in December. Information and a Consent Form will be issued 2 weeks in advance.</p>	
	<p>Questions to Dr Vance on report.</p>	<p>Gaener Rodger - declared sits on the NHS Highland Board and has been working with them on covid vaccinations for 12-15 year olds.</p>	
		<p>GR - school uniform, what was an alternative for shirts as some pupils may have issue with tying buttons, is polo shirts a option?</p> <p>JV - yes polo shirts are a option, but perhaps with a logo jumper. Main focus is for pupils to easily be identified as a CA student, either by CA tie or logo jumper.</p>	
		<p>AH - school uniform, is the company who sells the CA logo jumpers the same as the logo hoodies?</p> <p>JV - no they are different companies and the logo hoodie company is not approved by the school.</p>	

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		<p>AH - Parents Evening Booking System - worked very well for setting up the online appointments, the guidelines which were sent out prior to the timed appointments was very helpful and easy to understand. Only constraint is having twins in the same year, but will contact guidance for the missing teachers.</p> <p>JV - A feedback consultation will take place for parents afterwards.</p>	
4	Treasurers Report	<p>Morven Reid: No transactions since our last meeting. The Bank Balance as at 16.11.21 = 1126.23 pounds</p> <p>Awaiting Jane Gill to audit the treasurer books.</p> <p>Once audited a handover will take place between Lisa, Duncan, Morven & Jeni</p> <p>Signatories on the CAPC bank account to be updated.</p> <p>Due to pandemic this past 18 months there has been no fundraising, therefore much fewer transactions on the bank account.</p>	
		<p>AH - asked if there are projects or pupil groups in CA that are requiring support?</p> <p>JV - going to prepare/present a few proposals to us for consideration/discussion.</p>	
5	Chair's Report	<p>Jeni Alexander</p> <p>Thanks to everyone who came along tonight, delighted to have new parents attend our meetings. Welcome any feedback or questions you may have, we are here to help and support both parents, pupils and the school.</p> <p>The more information and more communication we have and can share with you all then turns into a positive story.</p> <p>Please encourage any other parents or friends to come along to our meetings.</p>	

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		<p>JV - always honest and happy to share information with us, however if there are any specific questions relating to a certain topic then to ensure we receive the most accurate information prior notice would be helpful as then he can speak to staff to obtain the full details.</p> <p>Wendy MacKay - suggested perhaps setting up a google form for parents to use prior to our CAPC meetings for asking questions to JV. WM to set up and sent to the board.</p>	
6	Stakeholder Group update - Culloden Academy Extension	<p>Jeni Alexander</p> <p>A really positive last Stakeholder meeting in October 2021, we seen very good plans of what phase 1 will look like.</p> <p>Timescale is slightly longer than we had hoped for with the completion date of August 2024 it is all finally coming together.</p> <p>Our next stakeholder meeting is scheduled for December.</p>	
7	AOCB	<p>AH - asked who is the contact for updating the CAPC information on the new CA website? It currently doesn't have any details and we would like to populate with agenda, minutes, stakeholder information etc.</p> <p>JV - to put AH in contact with Mr O'Neill</p>	
		<p>Date of next meeting - Tuesday 18th January 2021.</p> <p>Rescheduled to Tuesday, 25th January 2021.</p>	