

**DUNBAR GRAMMAR SCHOOL COUNCIL  
MINUTES OF MEETING ON  
TUESDAY 20<sup>th</sup> NOVEMBER 2018**

**Present:**

Joanne Bloomfield (Chair)	Donna Tsang (Parent Member)
Nigel Bird (Parent Member)	Ola Wojtkiewicz (Parent Member)
Donald Davidson (Parent Member)	Ben Dorin (Head Boy)
Julia Dorin (Parent Member)	Jack Miller (Depute Head Boy)
Jackie Irvine (Parent Member)	Anne-Marie Gibson (Teacher)
Lorraine McLuckie (Parent Member)	Michelle Mallen (Chair, DGSA)
Verity Sinclair (Parent Member)	Fiona Amos (DGSA)
Lawrence Tierney (Parent Member)	Norman Hampshire (Councillor)

**Attending:**

Claire Slowther (Head Teacher), Ed Offer (Depute Head Teacher), Judy Miller (Clerk).

**1. Tour of School Extension**

The Group was shown around around the new facilities in the school extension, including those for Home Economics, Sports, the Library, Classrooms and the Social Space. Joanne Bloomfield thanked Claire Slowther for the tour.

**2. Welcome and Apologies**

Joanne Bloomfield welcomed everyone to the meeting. Apologies had been received from Naomi Barnes, Trina Cummings (DGSA), Dee Davison, Helen Pickles and Morag Readman.

**3. Additional Agenda Items**

There were no additional agenda items.

**4. Minutes of 29<sup>th</sup> October 2018**

The minutes of the October meeting were agreed. They were proposed by Lawrence Tierney and seconded by Lorraine McLuckie. Please note that subsequent to this meeting East Lothian Council requested that exclusion statistics not be included in the minutes if they number less than 5. This has been implemented with immediate effect, including the October minutes.

**5. Student Council Report**

Jack Miller confirmed that the next Student Council meeting would take place on Wednesday 28<sup>th</sup> November and would seek views on the school extension.

Ben Dorin reported that the Student Leadership team from Eyemouth School had recently visited the School to see how the Student Council worked here. The recent Children in Need event had raised £1500.

## **6. Headteacher's Report**

The Headteacher's Report had been sent out prior to the meeting and can be found in Appendix 1 of these minutes. There was a correction; the Active Schools Co-ordinator took up post on 12<sup>th</sup> November, not 8<sup>th</sup> October as stated.

### Staffing

The new Drama Teacher would start in January. The interviews for the post of Music Teacher would take place next week and the advertisements for the two Mathematics posts were currently out.

### School Extension

Claire Slowther confirmed that the handover had taken place. There were a few minor issues to be sorted out, including the Library furniture, which would be arriving next week.

## **7. Depute Head Teacher's Items**

### Inclusion and School Trips

Ed Offer set out the School's inclusion policy for the Battlefields trip. In addition, the School had obtained a grant from the Dunbar and East Linton Area Partnership this year, which together with the East Lothian Trust, provided funds to ensure that all students would have the chance to take part in this very valuable experience. Payment plans were also available to spread the cost.

The issue of funding applications to subsidise other school trips was then discussed. It was suggested that future applications should only be considered for inclusion funding rather than for subsidising the whole trip.

## **8. School Improvement Plan**

This item would be carried over to the January meeting due to time constraints. The topic would be attainment and interventions.

## **9. Attendance and Exclusion Statistics**

### Attendance: -

65 (7%) Students had attendance under 80%.

27 were due to illness.

13 of these were unauthorised absences.

**10. Chair's Items**

Fundraising

Jackie Irvine outlined the plans for the 'Buy a Brick' fundraiser and requested help with this project. Lorraine McLuckie would assist, Fiona Amos would ask the DGSA for volunteers. All proposals for this project would be approved by Claire Slowther.

*Action: JI/CS/FA*

It was agreed that funds raised would be used to provide state of the art multi media facilities and enhancement of the older parts of the school. Jackie Irvine would send out an e-mail about a successful recent school fundraising project in England.

*Action: JI*

**11. Treasurer's Report**

The Treasurer's Report and 200 Club draw would be carried over to the next meeting.

**12. Funding Requests**

No requests for funding had been received this month. Claire Slowther reported that the Principal Teachers had been asked to prepare a wishlist and costs to be considered at the next meeting.

**13. Teacher's Report**

Anne-Marie Gibson reported that staff had been writing S3 reports and preparing the seniors monitoring and tracking reports and prelims. An S1 Parents and Carers Evening would take place in 2 weeks time.

Ed Offer confirmed that there would be a two-week prelim diet this year, with the majority of exams taking place in the Hall to provide students with a worthwhile experience.

**14. Dunbar and East Linton Area Partnership**

This item would be carried over to a future meeting.

**15. DGSA Report**

Michelle Malling and Fiona Amos reported that the DGSA would be holding a Christmas Shopping Evening on Thursday 29<sup>th</sup> November. A request for help had been sent out.

**16. AOCB**

Counselling

Ola Wojtkiewicz noted that there was currently a long waiting list for counselling at the School and asked whether anything could be done to provide additional counselling in the short term. Claire Slowther reported that the current level of counselling, provided by Crossreach, would be doubled in the short term until March with pupil equity funding (PEF). In the longer term, the school would be potentially looking to contribute PEF

## DRAFT

towards a counselling service for the whole Dunbar cluster including the primary schools. Funding from Dunbar and East Lothian Area Partnership would also be sought.

### Anti-Social Behaviour

Jackie Irvine noted the recent cases of anti-social behaviour involving young people in Dunbar. Ed Offer reported that he had attended gatherings with the ELC Community Wardens and the Police and had found the Dunbar students to be polite and respectful. The role of the school was not to police, but to have discussions with the young people to get ideas about what community facilities were required for the increasing youth population. Norman Hampshire confirmed that funds for community shelters had been approved and that several options were being investigated.

### Easter Bush Science Outreach Centre

Donald Davidson reported that Edinburgh University's new Science Outreach Centre has an excellent programme of curriculum linked workshops for students. Further information would be sent to Claire Slowther and Joanne Bloomfield. **Action: DD**

### First Responders

Ola Wojtkiewicz reported that the First Responders were looking for volunteers to be trained in the Dunbar area. Following receipt of further information, Claire Slowther would include a request in the Friday e-mail.

**Action: OW/CS**

### **17. Dates of Next Meetings**

Wednesday 19<sup>th</sup> December 6.30pm – 7pm, to be followed by the Christmas Concert.

Tuesday 15<sup>th</sup> January, 7pm – 9pm.

Meetings to take place in the Meeting Room next to Reception.

The meeting closed at 8.40pm.

JAM 23/11/18

**HEADTEACHER'S REPORT****20<sup>th</sup> November 2018****Staffing**

- From week beginning Monday 8<sup>th</sup> October Scott Marnoch took up post as Active Schools Co-Ordinator.
- On Monday 3<sup>rd</sup> December our new PE teacher will take up post.
- We are in the process of recruiting a temporary Pupil Support Worker, and Teachers Music and Drama.

**Budget**

No further update at this point.

**Building Expansion****Works to date:**

- The new area of the school was handed over to us on Monday 12<sup>th</sup> November!
- On Wednesday 14<sup>th</sup> November, we carried out an induction/orientation for all students. The new area is now open.
- Between now and Christmas, the final stages of work will be carried out. Two new Science labs will be created and the Temporary Unit will be removed.
- Our official opening will be Saturday 26<sup>th</sup> January.

**New Toilets in the Extension**

The toilets in the new part of the building have been developed with a specification common in other secondary schools and major public facilities in Scotland. The cubicles are enclosed from floor-to-ceiling to provide complete privacy. A row of sinks down a central dividing wall further splits the space.

The pre-existing, designated toilets will remain available in other parts of the school building, giving students a choice of facilities.

Feedback on this arrangement from the staff teams, pupils and many within the Dunbar community has been positive.

**Events**

Construction Challenge	Thurs 22 Nov
AH Modern Studies Prison Trip	Tues 27 Nov
S3 Apprenticeship Awareness Day	Tues 27 Nov
Girls into Physics Trip	Wed 28 Nov
DGSA Christmas Fair	Thurs 29 Nov
<b>SFL Panto Trip</b>	<b>Mon 3 Dec</b>
<b>Go4SET</b>	<b>Tues 4 Dec</b>
<b>S1 Parents/Carers Information Evening</b>	<b>Thurs 6 Dec</b>

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**S1/2 Christmas Dance**  
**RMPS High Conference**  
**S5/6 Christmas Dance**  
**S3/4 Christmas Dance**  
**Christmas Concert**

**Tues 11 Dec**  
**Wed 12 Dec**  
**Thurs 13 Dec**  
**Mon 17 Dec**  
**Wed 19 Dec**