

Knox Academy

Parent School Partnership



Minutes

Date: Wednesday 8 October 2008 (6.15pm)

Present: K Robertson (Chair)
C Hall
I Smith
J Craig (Head Teacher)
K Anderson (Teacher Member)
S Ingham (Teacher Member)
L McInnes (Teacher Member)
N Davidson (School Staff Member)
A McCulloch (Clerk)

Apologies: T Holden
F MacKenzie
M Wyllie

1. Minutes of last meeting

It was agreed that the minutes of the meeting held on Wednesday 3 September 2008 will be reissued following amendments to Section 6: Head Teachers Report.

2. Matters Arising

Food Court

J Craig met with T Hogg (East Lothian Council), K Milne (School's PPP Co-coordinator) and J Young (Depute Head Teacher) to discuss concerns previously raised by a parent regarding the Food Court. Following this meeting it was requested that J McGuinness (ELC) would clarify the responsibilities of all parties involved in the operation of the Food Court.

J Craig spoke to the parent and will be providing a formal reply once the situation becomes clear.

Liability Insurance

C Hall raised a question regarding the liability insurance that comes with membership of Scottish Parent Teacher Council. I Smith put forward the view that the PSP should also join an independent Parent Council group. I Smith and C Hall to look at this.

Child Protection

J Craig clarified that PSP members do not need to be disclosure checked.

Annual Report

The school's annual report is still in production. J Craig hopes to have it available for the next meeting.

3. Mail

An invitation was made for two parent members to attend the East Lothian Association of Parent Councils meeting on 21 October. K Robertson plans to attend.

4. Action Plan

HAGS

The action group met again. I Smith and F MacKenzie are looking to arrange a meeting with Iain Gray MSP. J Ramakers and K Robertson are to meet with East Lothian Provost Sheila Richardson and two other Councillors.

F Mackenzie is appealing to the Freedom of Information Commissioner over the figures provided for roll capping.

HAGS blog is now online and can be accessed at <http://elhags.wordpress.com>

ELC will be asked for a spending profile over the last four years to compare the spending on education made under the previous and new administrations.

The roll cap is due to take place on 20/21 October

K Robertson expressed thanks on behalf of the PSP to F MacKenzie for her enthusiasm and efforts.

Communications

A letter was sent to all parents inviting them to the Parents Open Forum and election of a new PSP member on 22 October. In addition the latest issue of Knox News features an article on the election. C Hall believes up to 30% of parent households now receive regular information from the PSP.

I Smith to look at the possibility of getting publicity for the Parents Open Forum and PSP Election through the East Lothian Courier.

C Hall to include staff members in Parent Mail.

K Robertson expressed thanks on behalf of the PSP to C Hall for his enthusiasm and efforts.

5. Chairperson's Report

K Robertson attended the recent Knox Academy Support Group (KASG) meeting and reported that KASG were now looking at events for next year. The PSP agreed that this is a very worthwhile organisation and will look to support KASG where possible.

J Craig to speak to school staff to see if any would be interested in joining KASG.

6. Head Teachers Report

Staffing

L Jones and S Muirhead are still on maternity leave. C Harkes returned to work on Monday 6th October.

Angela Legatt has been appointed to the permanent full time post of Teacher of CDT and is expected to start on Monday 20th October.

Stephen Illingworth has been appointed to the permanent full time post of Principal Teacher (Curriculum) Social Subjects. His start date is to be confirmed.

Budget

A clearer picture of the Budget situation will be available once census figures have been provided by ELC. The roll for academic session 2008/09 at census was 827, against a school capacity of 950. J Craig hopes to present on the Budget at the next meeting.

Curriculum

All will be aware of the Curriculum for Excellence initiative. The school has a very active Curriculum Development Group and J Craig intends to approach the group to ask them to make a presentation to the PSP regarding this and how Knox Academy is addressing the issues. Current P7 pupils will be the first to take part in the initiative.

A consultation is under way on the Next Generation of National Qualifications in Scotland, with returns due by 31st October. This will effectively set out what is happening to the current Standard Grade qualifications. The school has a number of staff members responding to this individually, alongside a school response and an ELC response.

Events that have taken place

- S1 Settling In Evening: 10th September , 6-7pm
- S5 study Skills Seminar
- S6/Staff Dalguise Weekend: 19th-21st September
- French Film Trip
- S1 visit to Parliament
- S4 Success in the Outdoor Education Challenge
- Cadets Biennial Inspection
- S5/6 trip to the Secret Bunker
- ELC Celebrating Success event
- S3 Enterprise days
- S3 Drama pupils theatre visit to see 'Mary Poppins'
- Expressive Arts Evening
- S1 Study Skills Seminar
- Presentation of the 'International Schools' Award

Forthcoming Events

- P7 evening: Thursday 9th October
- Interhouse Games: 9th and 10th October

- October Holiday
- S4 Parents' Consultation Evening: 23rd October
- Cadet Ceilidh at Haddington Corn Exchange: 31st October

ICT

Continued problems have affected the production of the S4 Progress Reports. A letter has been sent to parents explaining the delays. It is hoped that the reports will be available by 9th October.

C Hall congratulated the school on the 'International Schools' award.

7. Teacher Members Report

Nothing to report.

8. Support Staff Members Report

Work is to be done on the Reception area during the school holidays. The school is currently pushing for windows to be installed in the foyer to allow visitors to report to the school office.

Single Status – Friday 10th October is the deadline for staff to appeal. This is an ongoing process with the outcome expected to be resolved in June 2009.

9. Parents' Matters

Arrangements for the AGM and election of the 7th parent member are now in place. The meeting and election is to take place on Wednesday 22nd October. The PSP thanked C Hall for his efforts in organising this.

K Robertson brought to the schools attention a report that a pupil had used a mobile phone to film in class and then posted this on YouTube. The school takes all incidents of this nature extremely seriously and invites parents to report any incidents. J Craig to contact S Buczyn (ICT Security Officer at ELC) to arrange for the video to be removed and to start an investigation and deal with the pupil(s) involved.

10. Pupils' Matters

The Head Boy and Head Girl are to be invited to attend PSP meetings.

11. Any Other Business

No other business was discussed.

12. Date of Next Meeting

Wednesday 5th November 2008, 6.15pm

Signed:

Chair: _____ Date: _____

Clerk: _____ Date: _____