



MINUTES

DATE: WEDNESDAY 4 MAY 2011

PRESENT:	Tim Holden (Chair)	Parent
	Vicky Cole (Vice Chair)	Parent
	Kim White	Parent
	Ian Smith	Parent
	Andy Greathead	Parent
	Mark Wyllie	Parent
	Derek Simpson	Parent
	Kath Anderson	Staff
	Linda McInnes	Staff
	Sarah Ingham	Staff

IN ATTENDANCE:	Mrs J Craig	Head Teacher
	Cllr Tom Trotter	
	Provost S Richardson	
	Ms A Cosgrove	Clerk

1. Welcome and Apologies

The Chair welcomed everyone to the meeting.
No apologies had been received.

2. Minutes of Meeting of 9 March

Agreed a correct record of the meeting.

3. Matters arising/Action Points

Parents Information in Knox News – this would be done.

Traffic Awareness around Campus – Mrs Craig advised that the local Police were due to be visiting but this had not yet happened. However Sarah Ingham was meeting them the following day and would discuss this then. Provost Richardson advised that the Police were going round all schools.

There was a general discussion on traffic problems, with Linda McInnes pointing out that it was good for children's development to make their own way to school, rather than to be brought by car. Inviting the Traffic Warden into the school could also be considered.

4. Chairperson's Report

The Chair stated that although he had not managed to meet with Mrs Craig, he had passed on any parents' concerns.

5. Tots and Teens

Sarah Ingham reported that a crèche was opening within the school in September with places for 15 children. Pupils from S3 onwards would be able to do work experience using recognized courses on childcare and child protection, and it was hoped to accommodate 18 pupils over a 13 weeks period, boys as well as girls. Parents were asked to pass this information on. The crèche would run from 9.30 – 11.25 and would be for ages 1-3 with a nominal sum in payment. It would be possible for parents to access education at the same time if they wished to do so.

Parents were very supportive of this initiative.

6. Pupils' Matters

There were no pupils present, and no issues reported.

7. Head Teacher's Report

Mrs Craig reported on the following matters:

Staffing - A number of permanent appointments had been made.

Pupils mixing with Adults in Aubigny Centre Changing Rooms – a parent had raised this, and Mrs Craig had asked Mr Greenway to contact the Aubigny Centre direct and respond to the parent.

Events – The Spring concert was described by Mrs Craig as “fantastic”. There had also been a Cabaret/Talent Show; a visit from the Minister of Sport; and a Carnival of the Animals with the primary schools.

The 6 day Easter Revision Course was well attended, and teaching staff were thanked for their help.

Forthcoming events: Various coursing evenings; the start of exams; and a visit by a group from Norway.

In response to a question about the recent Czech visit, Mrs Craig advised that this had gone well and they had enjoyed the Concert.

8. Staff Members Report

An evaluation visit would take place with the Quality Improvement Officer on Friday 13th May, and the presence of a parent was requested at 11.25 am. Vicky Cole agreed to participate.

9. Parents Matters

Knox Academy Support Group (KASG) – Derek Simpson had made contact with the group and had asked for a meeting. He would follow this up.

Ian Smith reported that he had been contacted by an individual wishing to give a donation. This had been received by the School.

10. Correspondence

This had been circulated by e-mail, and consisted of:

- Association of East Lothian Parent Councils – Minutes of February meeting and associated papers
- Information on a sign language training course
- Information on a survey on Technology for Learning

11. AOCB

Ian Smith asked for a reminder on the start of the next academic year and what happened to classes in June. Mrs Craig explained the work that went into updating the timetable; the

activities the pupils took part in, including sports activities, rehearsals, International Week and school council elections. Preparation would also be under way for the new session.

Date of Next Meeting

The next meeting was Wednesday 1 June. The Clerk gave apologies, and Kath Anderson kindly agreed to take notes.

The first meeting of the new session was agreed as Wednesday 7 September.

Signed: _____ (Chairperson) Date: 1 June 2011

Signed _____ (Clerk) Date 1 June 2011

Action Points

	Who	When
Discussion with Police on traffic awareness	Sarah Ingham	For next meeting
Evaluation Visit by QIO	Vicky Cole	For next meeting
Meeting with Knox Academy Support Group	Derek Simpson	For next meeting