



MEETING OF PARENT COUNCIL
on
Tuesday 4th December 2018
at 6.15 pm

AGENDA

Members of the Parent Council must draw any conflict of interest to the attention of the Chair when it is relevant to matters under discussion or when they are in any doubt that it might be relevant.

1. Welcome, introductions and Apologies
2. Minutes of Meeting on 23rd October 2018
3. Matters Arising & Action Points from the previous meeting.
4. Head Teacher's Report
 - a. Curriculum architecture and rationale
 - b. Knox Academy Respect
5. Staff Members' Report
6. Chairperson's Report
7. Pupil Leadership Team report
8. ELC Councillor update
9. Active Schools report. – no report.
10. Any Other Business
11. Date of Next Meeting: 15th January 2019

John Wrinn
Chair of the Parent Council
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All meetings will be held in the School Library unless otherwise specified.

DRAFT/

Knox Academy

Parent Council

<http://knoxparents.org.uk>



MINUTES OF KNOX ACADEMY PARENT COUNCIL

DATE: 23 OCTOBER 2018 in the School Library

Present: John Wrinn, Chair
Andy McBain, Vice Chair
Kim White, Vice Chair
Nicola Cunningham, Parent PC Member
Caroline McKinnel, Parent PC Member
Katrina Booth, Parent PC Member
Louise Elder, Parent PC Member
Janette Fairgrieve, Parent PC Member
Phillip Ross, Parent PC Member
Caroline Taylor, Parent PC Member
Anne Hunter, Parent PC Member
Hana Elder, Leadership Team
Sam Thomson, Leadership Team
Dylan Brotherston, Leadership Team

In Attendance: Ms Sue Cook, Head Teacher
Hannah McBride, Staff Member
Charli Prime Meadowpark
Stephen Illingworth, DHT
Steve Wands, Active Schools
Allison Cosgrove, Clerk
Vicky McClure, Learning Support

Parent attendees:

Kevin Rettie, Richard Knight, Lesley Prentice, Mhari Brotherston, Colin Henderson, Jacqui McKinnon, Lisa Anning, Mary McGavigan.

Attending: Cllrs Shamin Akhtar, Brian Small and Tom Trotter, Elected Members

Attached documents circulated in advance of the meeting:

- Agenda
- Minutes of Meeting of 28 August 2018
- Head Teacher's Report
- Chairperson's Report
- Staff Member Report
- Councillors' Update

- Leadership Team Report
- Draft Communications Policy
- BGE Reporting Paper

1. Welcome and Apologies

John Wrinn welcomed all to the meeting. Those present introduced themselves. Apologies were noted from Cllr John McMillan, Kay Boylan, Calum Blair, and Elaine Towler.

2. Minutes of Meeting of 28 August:

Amendments: At page 3, para 3, “string” should say “strong”.
With this amendment, the minutes were agreed.

3. Matters arising and Action Points from the Minutes not covered in the Agenda:

Numeracy Report – This had been put on the website, but had not been emailed round individually.

Bursary Scheme – Steve Wands advised that this was ongoing, with the involvement of the Area Partnership. Andy McBain explained the funding process for the Partnership and that there was only £36k left until the end of the financial year, with all funds to be allocated at their meeting of 6 December. Next year’s funding was only £50k and would be under the direction of the Education Department. He emphasised the urgency of new applications. Ms Cook would take up with the new Business Manager.

Action – HT/All

Insight Information – Ms Cook advised that following the post exam appeal process the results had not changed much, with twopost marking reviews allowed. The main themes and plans would be taken up by the Faculty Heads.

Ms Cook raised that a Common School Day Consultation would be taking place over the next month and this should allow for the school to be more creative with the curriculum and consortia arrangement. It was likely to be 2019/20 when new courses would be offered.

The Chair asked about consultation on **NPAs** and Ms Cook advised that this depended on staff and time available to be able to see what we could run but with new courses starting as electives.

Careers Evening – There would be a further planning evening later that week. Date confirmed as 10th January

Italy Trip – A question was raised about the lack of a school trip to Italy during activities week. Hannah McBride explained that as these trips were now limited to 3rd year, there were not enough pupils to justify a visit to Italy. All pupils going on a residential trip had had their 1st or 2nd choices met.

Parents thought that more consultation would have been helpful. There was discussion about funding these trips and Ms Cook noted that all activities should be accessible.

It was agreed that a small working group on activities week would be useful, and the Chair asked interested parents to contact him after the meeting.

Action – Chair/All

4. Head Teacher’s Report

Ms Cook’s report detailed recent staff changes. She advised parents of the number of awards and activities that were ongoing, noting that in her previous school an Achievement Tie had been awarded for pupils achieving specific events, as well as a ceremony on moving from BGE to Senior Phase.

Parents advised that there were currently 9 groups in the catchment area working on the Duke of Edinburgh Award Scheme with 61 pupils participating. Hana Elder and Sam Thomson had completed the Duke of Edinburgh Gold Award and hoped to support other pupils undertaking this. It was encouraging that two members of staff were currently involved in supporting the programme.

A question was asked about turnover of staff, and Ms Cook advised that there were 22,000 teacher vacancies across Scotland, and this problem was not specific to Knox. She emphasised that the School did the best it could to have appropriate teaching staff, explaining the efforts made in recruitment.

Another parent asked about curriculum tracking and Ms Cook advised that each teacher tracked progress with classes during the year, noting that there had been good productivity during the “Beast from the East” storm in March because of the amount of material available online. She explained that there were assessment dates that had to be adhered to. Any parent with concerns was asked to contact the Senior Leadership Team.

A further question was raised about streaming and mixed ability classes, particularly in Maths, where some parents felt that pupils were not being sufficiently challenged, with a lack of sense of achievement and progression. There was some discussion, culminating in the Head Pupils agreeing to run a consultation with all pupils, and Calum Blair, Principal Teacher of Maths, reporting back to the next meeting.

The Chair enquired about the uniform policy and whether this was to be refined or removed, and Ms Cook emphasised that it was not being removed.

The Chair also asked how success of specific activities within the School Improvement plan would be measured, and Ms Cook noted that there were a number of obvious success criteria, including a Gold Award in Rights Respecting Schools.

On BGE reporting, Ms Cook advised parents of the move from 5 progress statements to 3, and parents agreed to this course of action. Other ideas for improvement were also discussed.

5. Staff Members’ Report

The Staff report was short because of the recent holiday week. However the report gave details of pupil attendance at the “Lessons from Auschwitz” programme; details of a forensic science event on November 12; and progress of the Young Enterprise team.

Mrs Prime reported on Meadowpark, advising that the facility had grown over the year and there were now 18 pupils with 3 permanent staff members and 10 Learning Assistants. There were two classes with a similar dynamic and one with specialised needs. Volunteers from 5th and 6th year assisted, especially with young people with anxiety problems. A weekly newsletter was produced and was on the website.

Mrs Prime also noted the work carried out with Loose Parts Play and East Lothian Play Association, as she was keen to access improved resources at Meadowpark. The next challenge would be for positive destinations for the leavers.

Mr Illingworth, DHT, advised of the creation of a Pupil Support Faculty where well-being and equality were at the centre. A variety of needs were covered by the Faculty. He mentioned that funding had been secured to offer counselling two days a week. This had been delayed because of the procurement process via Action for Children. *(Post Meeting Note – this process has now been completed, a new counsellor is in place and sessions will be starting w/c 29th October).*

Mrs Prime reported on an application to the Area Partnership for funding for art therapy.

The Chair made a final comment on the recent Restorative Practice seminar to which parent had been invited. Restorative practice is focussed on teaching better behaviour rather than punishment. Mr Illingworth explained how this worked with young people. There will be further opportunities for parents to be involved in this training.

6. Chair’s Report

This had been circulated in advance, including a separate paper on Haddington Hockey. Katrina Booth advised members of the difficulties in getting enough hockey teams out, with the Chair suggesting that a Hockey

Development Officer would be a great boost. He asked if the Active Schools department could help. It was disappointing that there were 36 players but sometimes a team could not be fielded.

There was considerable discussion, with rugby seen as having an advantage through the Rugby Club encouraging younger players who then moved up the School. Ross High School was seen as having a good number of teams and Steve Wands undertook to find out the numbers playing. **Action – S Wands**

Suggestions were made that the Head Teacher promote this with the Senior Leadership Team and that the Leadership Team work with senior pupils to try and improve numbers. **Action – HT and Leadership Team**

The 200 Club Draw was made, with No. 33 winning the prize of £50. The next draw would be on 7 November. Noted that the PTA would be contributing £2900 to the School Lighting Project. Two new staff members had joined the group.

7. Pupil Leadership Team

The team reported on the first meeting of the Pupil Council and the aims of the group, as well as selection of prefects. It was hoped to develop a Prefect Protocol so that prefects were aware of appropriate actions to take in difficult circumstances.

The Charity Partners of East Lothian Foodbank, Muirfield Riding Therapy and Dementia Friendly had been chosen and a fundraising dress-down day had already been held as part of the Rights Respecting Schools Award, which was well supported by pupils and staff. The team would be delivering assemblies on this theme. Work was also being done with Poppy Scotland.

8. Councillors' Report

Cllr Akhtar thanked the Leadership Team for taking up places on Haddington Community Council. She also advised on the East Lothian Association of Parent Councils – where the next meeting was on 21 November at Brunton Theatre- ; information on the bursary scheme for musical instruments, including a link to the East Lothian Educational Trust; the establishment of a Problem Solving Partnership to resolve behaviour on Haddington High Street, and information on the STAR special needs youth club, the Fearless Campaign and the Council's Star Awards for school and staff teams.

She also noted that Bev Skirrow would be taking over as Principal Officer with responsibility for Parental Engagement and a working group was being organised to evaluate the Engagement Strategy.

9. Other Issues

Katrina Booth advised that the school Jazz Band had performed recently, and had been well received. Noted that the prefects had yet to receive their badges; Mr Illingworth explained the delay.

10. Dates of Future Meeting

December 4, January 15, March 19, May 14.

Action Points for Next Meeting:

Bursary Scheme / area partnership	HT & Leadership Team	4 December
Update on Maths	CB	4 December
Maths Consultation with pupils	Leadership Team	4 December
Hockey Information from Ross High	SW	4 December
Hockey Promotion	HT & Leadership Team	4 December

Parent Council
4th December 2018

STAFFING

New staff (started):

Jenny Wright – Support for Learning – 22/10/28

Alicia Coyle – Maths – 22/10/18

Andy Johnstone– Physics – 22/10/18

David Russell – DHT – 5/11/18

Andrea Campbell – June 1st in time for the new timetable

Angus Clark – Geography – 5/11/18

Staff who have left/leaving:

Steven Elms – PE – to Dunbar High School – 30/11/18

Louise Steenson – HE to St Augustine's HS – 7/11/18

Manus McGeechan – English – retired – 12/10/18

Steven Wands – 9 months secondment (post will be filled through Active Schools)

We wish them all the best in their new roles or in their retirement

Recruitment Active for:

- Teacher of English (1 FTE)
- Teachers of Biology (1FTE) permanent and 0.33 covering maternity leave (temporary until 1st June)
- Teacher of PE (1FTE)
- Teacher of HE (0.55FTE)
- Teacher of Physics (1FTE) permanent at Knox Academy until June 2019 then permanent within East Lothian
- Pupil Support Worker (interviews to take place this week)
- ASN Auxiliary Meadowpark – part time/term time

Review of activities at the school between October and end of November

Faculty Reviews of HWB, Science and Expressive Arts (October) with all faculties effective practice and challenge questions identified and integrated in to their improvement plans

Attainment Reviews – HT met with each Faculty Head, members of their faculty and the DHT link to review the SQA attainment for 2017-18. This in-depth analysis has allowed us to create individualised action plans for each faculty which will allow them to continue to drive forward attainment in each of their subject areas. Various approaches will be used across different faculties but the use of such tools as Senior Phase Tracking booklets and Flip Learning (where pupils perhaps watch a video or revise aspects of the course before it is formally taught) will support pupils and staff in raising attainment.

Whole school in-service led by SLT and Kate Bulloch on School Values and Moral Purpose and Assessment if for Learning Strategies

Visit to school by our Primary Head Teachers (Cluster) to shadow previous P7 pupils for a morning
Haddington 700 photograph – piece of history!

Knox Academy's School Bell Team – eleven pupils involved in running this at East Coast FM

East Lothian Schools Macmillan Concert – Knox Academy's talented Jazz Band performed at this
Rugby/Hockey/Football matches across ELC

S2 Girls Netball Team – Played their first match against Ross High School losing narrowly 12-10

Football – Two girls, one in S4 and one in S3, were selected for Hibs U15's Scottish Women's Youth Cup Final

Knox Academy's U18 Rugby Team reached the final of the Scottish Cup Plate

Outlander Conference League - Knox Academy finished top of this league which is a whole school league and all age groups contribute to

Rugby/Hockey – lots of matches both during the week and at weekends

East Lothian Swimming Gala – Seventeen of our pupils performed at this event, with three of our pupils winning all their events. S1-S3 came third overall and S4's also came 3rd. A great performance.

Squash – One of our S2 boys played for U13 Scotland squad last session and this year has moved to the U15 squad. He is playing exceptionally well and has a number of competitions coming up in December.

Malawi Information Evening for pupils interested in this 3 week trip to support various initiatives in Malawi

Duke of Edinburgh – Nine pupils achieved their Bronze Award and hopefully a few to follow soon – thanks to Debbie Riley for leading them

Haddington Business Community Partnership – S1 pupil designed the winning logo for this new business

S1/2 – Expressive Arts – links with National Theatre and performance at Traverse - 40 pupils involved in this.

S3 Forensic Science Event - We were very lucky to have Jon Bates, an ex-forensic scientist from Sci-High, come in to speak to our pupils and to do some practical workshops with them

S4 Pupil became the Young Provost for Haddington

Senior Pupils attended the Skills Scotland Careers Fayre at Ingliston

S4-S6 Study Skills session – Held by SLT to support pupils with their study skills. Parents were also invited to this.

Model United Nations - Knox Academy made an impressive debut at the third annual Model United Nations Conference hosted by North Berwick High School and attended by 18 Scottish schools from both the state and independent sectors. Ten Knox Academy pupils (S4/S5 and S6) – two delegations of five – represented the views of Kenya and Australia, held over seven hours of passionate, and at times, heated debate and discussion. Notably, one of our pupils collected an award for the best first-time delegate in the Environment Committee, while a second had an amendment to a paper successfully voted on.

S5 - Youth and Philanthropy Initiative (YPI) – after visits and weeks of research on their chosen charity, groups presented their case for their charity to be awarded £3000. Pupils in S5 graded their performance based on their knowledge of their charity and how they would use the £3000 to enhance the charity's work. The winner has not yet been announced...

S6 Pupil Leadership Team/House Captains – led a series of assemblies on the school values and also S6 pupils received a session on interview skills from Ian Macmillan (previously MD of JP Morgan worldwide, Chair of Cyrennians and Vice-Chair of Career Ready)

Service of Remembrance (Corn Exchange on Saturday and St Mary's on Sunday) and Garleton Singers (Sunday evening) – Senior pupils, Mr Flood and I attended these events on behalf of Knox Academy. Senior Pupils laid a wreath at the Cenotaph on behalf of the school.

Children in Need – Along with our local primary schools (St Marys, Kings Meadow and Haddington Infants) and contributions from the public, we managed to raise £1944.10. This is the most we have ever raised for such an amazing cause.

Eco-Committee/Green Team Workshops – A representative from KSB Scotland came to the school to deliver a workshop on Climate Change. Pupils participated in a variety of activities that illustrated the causes and effects of climate change.

SCHOOL IMPROVEMENT PLAN

There are Teacher Learning Communities leading on:

The Growth Mindset; Cooperative Learning; Feedback; Questioning; Improving Literacy; Improving Numeracy; Class Relationships and Effective Assessments

There are School Improvement Groups for:

Learning, Teaching and Assessment

- Take Ten Tuesdays introduced for staff each week as a sharing good practice session for 10 mins each Tuesday after school for ten weeks covering various tips for effective L&T – so far these have been on the topics of Feedback, Questioning and Learning Intentions and Success Criteria
- Continuing to implement and review Show My Homework App – 75% engagement – lots of parents monitoring this too – pupils like it

- A termly Learning and Teaching Bulletin introduced, the second one went out to staff in this week This has ideas to try and research and reading to get involved in.
- Some staff have applied to do the Teacher Leadership Qualification with SCEL
- TLC are developing well with a huge number of collaborative professional enquiries underway, under 8 themes
- A number of staff are attending the Cooperative Academies – to look at active learning and teaching in the classroom and new ideas for engaging young people

Raising Attainment and Achievement

- BGE Reporting review (with parents/pupils/staff)
- Learning Intentions and Success Criteria review and sessions linked to Career Standards/skills agenda – session to take place on Friday 7th December
- Pupil Learning team to look at how to recognise and reward achievement across the school for sport/non-sport – D Russell to lead on with the pupils
- Family Learning programme offered to S1 parents but only 3 parents expressed an interest, so this is not running
- Cluster HTs have shadowed S1s to look at progress in learning – some further liaison between Knox Academy and our primary schools to share standards to ensure progress in all areas at transition and to ensure that English and Maths jotter work is started in April and the same jotters transfer with pupils into S1 – help to ensure standard of work known to staff

GIRFEC

October – Rights

- Re-launch of RRSA Assembly (VL/Pupils)
- LGBTQ Rights Assembly
- Launch of Inclusion Statement (PSE/PSP etc)
- Creation of Knox Rights Charter (LM/VL)

Curriculum

- looking at senior pathways within departments/faculties as well as gathering information on possible electives for senior phase pupils (see Curriculum Rationale and Curriculum Architecture papers)
- looking to survey pupils on their experience with learner pathway choices this session (open choice). Also, introduce learner pathway review from S2>S3 – personalisation and choice and deeper learning towards level 4 outcomes

Ethos Group

The following areas were discussed;

- **School Identity** – Pupils feel welcome and safe
- **House System** – What does it mean to the pupils? What does it mean to the staff (staff identity)? Inter-house events & points system.
- **Community** – How does the school represent itself?
- **Inclusion** – pupil confidence, pupil engagement & staff buy in!

Long term aims – Build a legacy that becomes tradition (programmes will be set into calendar year by year, big events are sustainable through self-funding/community backing)

Ethos is sustainable and integral at Knox.

The group then split into 2 subgroups to discuss various aspects of Ethos that could impact the school community in a positive way.

Areas of discussion;

- **Uniform** – change of policy (consultation across all partnerships e.g. staff, pupils, parents, community). Perhaps house identity could be built into what pupils wear. (Discussion about having a ‘shop’ that pupils could buy house colours items e.g. hat, scarf, badge, etc)
- **Assemblies** – House assemblies led by pupil house captains with guidance and head of house to ‘gee’ up sense of belonging with house system and school as a whole (growth mindset – positivity ‘can do’ attitude).
- **Positive behaviour promotion/recognition of achievements** – looking at points system. Removal of ‘demerit’ can only award merit where deserved. Pupils achieve awards for reaching merit milestones (bronze, silver, gold, platinum, etc).

Work Positive

The Work Positive group has got to grips with the social networking aspects and have set up sub groups to look at different aspects of building social opportunities and a sense of health and wellbeing.

School improvement groups have not met during the last month as CAT sessions have focused on the development of the BGE (Broad General Education).

Education Scotland will visit Knox Academy on 15th January to look to see how we are implementing the Career Education Standard and I have submitted a report to Skills Development Scotland in advance of this visit to state what we are currently doing (lots of work on developing the young work force, employability groups). We are also reviewing our curriculum to try to include more vocational options in the future.



Knox Academy Curriculum Architecture (Draft Proposal)

2018/19

S1	English X 5	Maths X 5	Mod Lan 2 x Fr, 1 x Sp	Social Subjects (Integrated course) x 3	Science X 4	Expressive Arts 1xDrama 1 x Art, 1 x Mus	Technologies 1 x Bus Ed, 1 x Comp, 1 x DT	PE X 2	RME X 1	F&H X 1	PSE X 1	Elective X 1	Total 32 (+ Reg)			
S2	English X 5	Maths X 5	Mod Lan 2 x Fr, 1 x Ital	Social Subjects 1xGeog, 1xMS, 1xH	Science X 3	Expressive Arts 1xDrama 1 x Art, 1 x Mus	Technologies 1 x Comp, 1 x DT, 1XBed	PE X 2	RME X 1	FCT X 1	PSE X 1	Elective X 1	Total 32 (+ Reg)			
S3	English X 4.5	Maths X 4.5	Mod Lan X3 Fr	Choice Social Subjects (including RME) X3	Choice Science X3	Choice Expressive Arts (including PE) X3	Choice Technologies (including Physics, Business, Admin and F&H) X3	Choice Specialisation X3			PSE X1	RME X 1	PE X 2	Elective X1	Total 32 (+ Reg)	
S4	English X 4	Maths X4	Option 1 X 4		Option 2 X 4		Option 3 X 4		Option 4 X 4		Option 5 X 4		PE X 2	PSE X 1	RME X1	Total 32 (+ Reg)
S5/6	Option 1 X6 (for Higher) X5 (for Nationals +WOA)		Option 2 X6 (for Higher) X5 (for Nationals +WOA)		Option 3 X6 (for Higher) X5 (for Nationals +WOA)		Option 4 X6 (for Higher) X5 (for Nationals +WOA)		Option 5 X6 (for Higher) X5 (for Nationals +WOA)		OPTION 6 (for those doing all N5)		PD X1	PE X0.5	RME X0.5	Total 32 (+ Reg)

S3 – 133 pupils (7 classes)

KNOX ACADEMY'S CURRICULUM RATIONALE

Introduction

The purpose of our school curriculum is to support opportunities for learners to be successful and to prepare them for positive and sustained destinations beyond school.

The curricular structure we offer should ensure that learners have the opportunity to acquire the four capacities of *Curriculum for Excellence*:-

- Successful learners
- Confident individuals
- Effective contributors
- Responsible citizens

Learners should have the opportunity to access different learner pathways throughout their schooling which lead to the most appropriate qualifications and experiences which prepare them for life and work and lead them into a successful and sustained positive destination.

Cross Curricular Themes

The cross curricular themes of **Literacy, Numeracy, Health & Wellbeing and Skills for Life & Work** are the responsibility of all subject areas. While it is anticipated many of these will be delivered by key subjects, all departments should plan meaningful opportunities to deliver and assess relevant outcomes and experiences within their courses.

Inter-Disciplinary Learning

All subjects should work collaboratively using inter-disciplinary learning to ensure pupils have a cohesive and meaningful learning experience. Interdisciplinary learning allows pupils to see, make and understand links between discrete subject areas or disciplines and apply to real life contexts, where possible.

Effective interdisciplinary learning is a collaborative piece of work, project or course which is planned and coordinated between disciplines and which delivers one cohesive piece of learning or area of study. Opportunities for inter-disciplinary may exist between subject areas or in links across such opportunities within electives (see later).

Effective interdisciplinary learning:

- Can take the form of individual one-off projects or longer courses of study
- Is planned around clear purposes
- Is based upon experiences and outcomes drawn from different curriculum areas or subjects within them.
- Ensures progression in skills and in knowledge and understanding, using the ELC Frameworks to support this
- Assessed using the ELC Frameworks and Benchmarks within the BGE

- Can provide opportunities for mixed-stage learning.

Opportunities for collaborative working will be planned within the school calendar and may include themed weeks on areas such as RESPECT and Anti-Bullying, Rights Respecting Schools, LGBT, School Values and Eco Schools.

Pupils follow a broad general education during S1-3. To facilitate increasing personalisation and choice within the BGE learners choose;

- Elective courses (up to 4 per session) during S1-3
- S3 Subject choice within each curriculum area of Science, Expressive Arts, Technologies, Social Subjects and a Specialisation choice, which allows pupils to pick up a second subject within an area of interest.

In the senior phase pupils have the opportunity for greater specialisation, through a variety of pathways;

- In S4, S5 and S6 pupils choose from National qualifications, including National level, Higher, Advanced Higher, NPAs and college courses/vocational awards.

Learning and Teaching Methodologies

Quality Learning and Teaching is fundamental for pupils to be successful. All staff regularly evaluate their Learning and Teaching practice and ensured they are using the most beneficial methodologies for the pupils to learn effectively. This has included the continued development of Active Learning, AIFL strategies, co-operative learning and developing digital literacy.

Skills Development

The development of skills is essential to learning and education to help young people to become successful learners, confident individuals, responsible citizens and effective contributors. The skills and attributes which children and young people develop should provide them with a sound basis for their development as lifelong learners in their adult, social and working lives, enabling them to reach their full potential. Schools are preparing pupils for jobs that may not currently exist so upskilling them in areas such as creativity, problem solving, digital literacy and the ability to think 'outside what is possible' is vital in preparing them for the future as many young people will change job numerous times over the working lives.

Progress Tracking

Pupil progress will be tracked from S1-6 through the use of:

- SEEMIS and In-house tracking (do you want to say something about Learner Conversations here)?

- Pupil Personal Profile (S3)

The S3 Pupil Personal Profile will enable pupils to develop a profile of achievement and attainment throughout their time in Knox Academy. This will also include their own evaluation of strengths and weaknesses leading to Personal Learning Planning for improvement.

S1-S3 Curriculum

The S1-3 curriculum comprises the ethos and wider life of the school, curricular areas and subjects, interdisciplinary learning and planned opportunities for personal achievement. The 7 principles of curriculum design as outlined in Building the Curriculum 3 are integral in planning curricular experiences:

- Challenge and enjoyment
- Breadth
- Progression
- Depth
- Personalisation and choice
- Coherence
- Relevance

Departments should ensure inter-disciplinary gives the pupils the opportunity to work towards specific outcomes and experiences and should build assessment in to their planning.

Wider Achievement

All pupils will be given opportunities for wider achievement during their time in Knox Academy. Opportunities include:

- Committees E.g. Eco Team, Charities
- Pupil Learning Team
- Sports Leadership (S3 Sky Sports ambassadors)
- Extra-curricular activities
- Duke of Edinburgh Award
- Saltire Award
- Youth Philanthropy Initiative
- Bikeability programme
- Tots and Teens
- Work Experience
- Volunteering
- Prefects
- Residential experiences and trips

Personal Learning Planning

Pupils will be able to plan their own learning using Personal Learning Planning. This will be developed incorporating a Tracking and Mentoring scheme which will enable pupils to discuss their progress with their teachers through formal learning conversations and agree strategies and targets to maximise their learning.

Personalisation & Choice

As pupils progress through S1-6 opportunities for personalisation and choice will be provided. Pupils will be supported to make informed choices about their learning and this in turn should encourage and motivate them.

Personalisation and choice can take many forms and is not just about making subject choices. Opportunities for personalising the learning experience will be built in to all courses including

1. Choice in **what** pupils will learn
 - Subject Choice
 - Choices within subjects
 - Choice within lessons

2. Choice of **how** pupils will learn
 - Active learning
 - Different activities offered within lessons
 - Challenge based – different product or outcome

2. Choice in **how** pupils will **demonstrate** learning

The S1-S3 curriculum structure should provide clarity as to how the Level 3 and 4 Experiences and Outcomes will be delivered in all curricular areas through discrete subject teaching and inter-disciplinary learning, providing coherence for the learner. The curriculum builds on the experiences from the primary sector following the ELC Curriculum Frameworks within each curricular area. Pupils will achieve key benchmarks within this learner journey.

Our S1 and S2 provision ensures pupils have access to all curricular areas in S1 and S2. Pupils will spend between 3-5 blocks per week in each curricular area. Note these blocks will be timetabled across the week.

The S1/2 Curriculum:

English	Maths	Modern Languages	Social Subjects	Science	Expressive Arts	Technologies	Core	Elective
4ppw	4ppw	3ppw French Spanish/Italian	3ppw (in S1 - integrated) 4ppw (in S2 discrete)? Geography/ History/Modern Studies	4ppw (in S1) 3ppw (in S2)	3 ppw Art, Drama, Music	4ppw Bus Ed, CDT, Comp, HE	4bpw PE x 2, RME, PSE	1ppw

Ppw = Periods per week

The S3 Curriculum

At the end of S2, pupils will make a choice. They will study up to 8 subjects and this will be within the curricular areas to meet requirements for their Broad General Education. Our S2 into S3 course choice forms can be found on our website.

The S3 provision will be:

English	Maths	Mod Lan	Social Sub	Science Choice	Expressive Choice	Technology Choice	Specialisation Choice	Elective	Core
4.5ppw	4.5ppw	3ppw	Choice 3ppw	3ppw	3ppw	3ppw	3ppw	1 ppw	4bpw PE x 2, RME, PSE

*ppw = periods per week

S1-3 BGE Elective Courses

In order to develop breadth and further personalisation and choice of learning within the BGE, learners will have the opportunity to select electives. In most cases pupils will select four electives to follow, each lasting ten weeks. A small number of electives may run for twenty or forty weeks. Some electives may lead to accreditation e.g. the John Muir Award, Crest Award, First Aid, Heart Start. These electives will provide “tasters” in a variety of areas and electives may be offered in subjects such as Robotics, Data Analysis, Musical Theatre, Mandarin and Psychology and will add breadth and challenge to all pupils’ learning. Some electives will build capacity for choice and progression in the senior phase e.g Psychology, Mandarin, Musical Theatre if our young people wish to pursue these after these “taster” courses.

The Senior Phase Curriculum (S4, 5, 6)

Our Senior Phase comprises S4, 5 and 6 who are considered as a cohort during their senior years. This means they will be offered the same subjects to choose from and will be timetabled together (except for English and Maths, when S4 pupils will continue in these subjects as a single cohort).

At the end of S3 pupils will choose to study a maximum of 7 subjects at National 3, 4 or 5 or a vocational/college course during their S4 year.

Within S5/6 a maximum of 5 Higher or Advanced Higher courses will be offered. However as S4-6 will follow the curriculum as a cohort, those not sitting Higher or Advanced Higher courses can choose up to 6 National 3, 4 or 5 subjects or a mix of National, Higher and Advanced Higher courses. Additional vocational courses and opportunities will also be on offer, particularly through our college school partnership programme or consortia arrangements, wherein pupils can travel to our neighbourhood schools in East Lothian.

Our Senior Phase course choice form can be found on our website.

English X 4	Maths X4	Option 1 X 4	Option 2 X 4	Option 3 X 4	Option 4 X 4	Option 5 X 4			
Option 1 X6 (for Higher) X5 (for Nationals +WOA)	Option 2 X6 (for Higher) X5 (for Nationals +WOA)	Option 3 X6 (for Higher) X5 (for Nationals +WOA)	Option 4 X6 (for Higher) X5 (for Nationals +WOA)	Option 5 X6 (for Higher) X5 (for Nationals +WOA)	OPTION 6 (for those doing all N5)	PD X1	PE X0.5	RME X0.5	

*To add Pathways examples***

School Day

Our school day timings are below (from June 2019). Our school day is designed to support a flexible curriculum with the opportunity for many different pathways for our young people to follow. Tuesday and Thursday afternoons allow for learners to engage in partnership programmes E.g. School College Partnership Programme

School Day Timings

To be agreed depending on whether we move to new school day or not

*To add info on Edinburgh College options and Foundation Apprenticeship Courses****

Staff Report

November 2019

S6 Interview Skills talk

Ian Macmillan, previous managing director of J P Morgan gave a presentation to S6 on Thursday 29 November about interview skills and hints and tips about what to say to impress. Ian is highly experienced at recruiting the best staff in a very competitive industry. He also is vice Chair of Career Ready and Chair of the charity Cyrenians.

Social Dance – Knox’s twist on Scottish Country Dancing

Social Dance has started in the PE department in preparation for the school Christmas dance and the festive season. For many pupils this is one of the highlights of school’s festive calendar. Pupils’ learn Line dancing and Scottish country dancing set to both traditional and modern pop music.

Torness Workshops

Two six week blocks of workshops being ran by Torness Power station came to an end on Tuesday 27 November. The following is the layout of what pupils have been doing :

Week 1; Introduction, robot building challenge, electronic circuits

Week 2; Rollercoaster challenge

Week 3; Boat challenge

Week 4; Bridge challenge; Design bridge

Week 5; Bridge challenge; Build bridge

Week 6; Bridge challenge; Evaluate bridge

Eco-Committee

The Eco-Committee is looking for donations of clean and empty spray bottles for a project they are currently running. So far they haven't received any spray bottle donations so were hopefully the parent council would be able to help. Also, if anyone has a garden with some herbs they'd be willing to donate (e.g. basil, lavender, pine, thyme) could they get in touch.

Anything you would like to donate can be handed in to the school office FAO Jessica Laudi.

Activities Week 2020 Focus Group

There will be a meeting from 6 – 7pm on Monday 21 January in Miss McBride’s classroom to discuss the future of Activities Week. Any parents with a son/daughter in P7, S1 or S2 are more than welcome to attend.

Careers Fayre January 2019

After last Session's success, Knox Academy will be hosting it's second annual Careers Fayre on Thursday 10 January 2019, 6-8pm. The Parent Council, School and Sophie Dawes (Project Officer, Developing the Young Workforce) have been busy signing up keen volunteers - both from the Parent body and various Companies/ Organisations) - to be part of the Event. The Pupil Learning Team will soon be casting their eye over the list to help us ensure that we have a wide spread that will cater to the ambitions and interests of our young people.

In terms of advertising, the evening is already on the School Calendar and we will use Social Media and Website Updates to generate interest. A leaflet of volunteers will be collated, like last year, to inform pupils/ parents/ carers who is available to speak to, describe what their pathway to their current employment has been and what 'essential skills' are required for their current role.

Knox Academy Paired Reading Scheme

Knox Academy’s Paired Reading scheme is still going strong thanks to the committee of the volunteers. This year we have 13 volunteers from the community working with over 20 pupils in order help improve their overall literacy skills. There will be a get together in January to thank the volunteers for all their hard work.

**Knox Academy Parent Council
Chairperson's report for meeting of 4th December 2018**

1. Haddington and Lammermuir Area Partnership (HAL AP)

The October HLAP as the meeting was cancelled, the next meeting is on 6 December.

Knox are tabling two proposals,

- the first from Meadowpark for funding from for Art Work Scotland,
- the second from Knox Parent Council for pop up banners and leaflets. (3 x Parent Council banners and 3 x PTA banners and 1000 leaflets to be shared between KAPC and PTA). If successful we aim to have these in place for the careers event and then the Burns Supper.

Both have been supported so far and should be approved on the 06/12.

2. PTA

The PTA provides support at school events, and is actively involved in fundraising. All funds raised are then available to be allocated to various school projects.

The financial report for the year to 31 August 2018 is appended to this report.

The PTA are always on the lookout for new members. If you are interested, please speak to any member of the Parent Council, or check us out on Facebook.

<https://www.facebook.com/knoxacademysupportgroup?fref=ts>

3. Careers evening.

This is scheduled for Thursday January 10th, and will be split into two halves, with S1-S3 attending between 6-7pm and S4-S6 pupils attending between 7-8pm. Once again there will be a mix of organisations and parent talking about their career. This is organised in collaboration with the Pupils, Parent Council and DYW.

At the time of writing we have a total of 30 parents / organisations who have confirmed their attendance.

4. Dates of future meetings.

15 th January 2019	Science/HWB
19 th March (Revised date)	Social Subjects/ Communication and Literacy
14 th May (Revised date)	SIP

John Wrinn 28th November 2018.

Knox PTA financial report

Please find attached the annual accounts for the Knox Academy PTA for the year ending 31/8/2018.

Income:

Disco	£2118	Profit	£1800
Burns Supper	£1160	Profit	£500
100 club	£522	Profit	£260
Awards night	£350	Profit	£2!!!!
Duck derby	£350	Profit	£198

Total income **£4,500**

(fundraising expenses £1740)

Total Profit **£2760**

Spent £1890 on equipment for school as follows

SPOTY lighting	191.7
Sci-high forensic science event	295
Headphones	330
Dye and cutter for badges	135.3
Library	500
Wheelchair	350
Badges plus	46.86
leavers Dance Head boy	40
	£1888.86

Underspend of £870

Balance at bank at 1.9.2017 £6140

Balance at bank at 31.8.2018 £7010

A reasonable year, we made about £2000 less than last year but that was due to funds from the Co-op last year. The disco is our most successful money maker by far and the least successful as you can see is the Awards night making a £2 profit.

Thank you for your support over last couple of years as the PTA is not able to maintain helpers and making £5 per pupil does not help us go very far!! We have our eyes on supporting a big project this term in the hall lighting.

Sally Cunningham (Treasurer)

Parent Council Meeting - 4th December 2018

Pupil Leadership Team Report

Charities Committee

The S6 charities committee organised a number of very successful events as part of Knox's contribution to Children in Need 2019, including a dress down/up day and a bake sale on the 16th of November. We coordinated with the local primary schools and one of the churches in order to boost our fundraising efforts and are delighted to announce that we have beaten the previous record, with a total of over £1900 raised.

Going forward the charities committee is planning a series of events for the school houses and their respective charities. The aim here is to bolster our contributions to the community and also encourage a positive house ethos.

The Poppyscotland team has also been very successful in their fundraising, thanks to the work of our S6s volunteers, who have been working within the Haddington community for the last few months. We also held a coffee morning for local veterans during which pupils baked for the veterans and provided a tour of the school.

House Events

The S6 house captains are continuing to work with their vice-captains and the wider leadership team in order to promote a sense of house identity within the school community. As part of this, in December there will be a special day of house events where pupils will dress in their house colours and participate in faculty quizzes in order to win points for their respective house. We hope that this event, alongside our new initiative of House Charity Partners, will help to promote a positive house ethos in Knox going forward.

Respect assemblies

During November the Pupil Leadership Team presented special assemblies to the three houses, where we discussed the school's value of Respect and its importance at Knox Academy. During these assemblies, we were delighted to display a video which Ms Cook had passed on to us, in which Nicola Sturgeon discussed Knox's core values and encouraged the pupils here to try to embody them in all aspects of their lives. We hope that these assemblies had an impact on pupils and will help to ensure respectful behaviours in all areas of the Knox Community in the future.

Pupil Parliament

Last week we held the 2nd meeting of the new "Pupil Parliament" group, we discussed topics including Knox's core values, behaviour and fair treatment within the school. It was a brilliant opportunity to hear the views of the wider pupil body and we will be passing this feedback on to the SMT so that together we can formulate a plan to tackle any of the issues which were raised.

Events Committee

The annual Christmas Dance is taking place on Thursday the 6th Dec with all 350 tickets having now been sold. It is set to be a great night with the theme this year being 'The Glitter Ball'.

Christmas Concert

The Pupil Leadership Team are currently working with Mrs Pereira from Expressive Arts to assist with the organisation of the 2018 Christmas Concert. Prefects will be assisting at both concerts on the 18th December and the Head Pupils will be helping to coordinate the performances.

Knox Academy Parent Council

Councillors Update

Festival of Remembrance & Remembrance Sunday

A huge thank you to all the pupils and staff from the school who attended the Festival of Remembrance and also helped to support and organise the numerous activities that took place. Events such as the Veterans Coffee Morning organised by the Poppy Scotland pupils were very well received by the local community.

One Primary School in Haddington

After a consultation process, and a ballot the name for the school was decided by pupils, staff and parents. The name, Haddington Primary School was the final winner and this was announced at the same time as the start date for the newly appointed Head Teacher Willie French. Willie started his new role at the school on 26th November 2018.

On-line payments

Being able to pay on-line for schools meals was a request made by parents from the East Lothian Association. Haddington was the first pilot area for the on-line payments and it would be useful to receive feedback from parents & carers on their experience. A campaign will be running in the new year to further promote this service and help increase uptake.

Increasing uptake of free school meals entitlement

We are looking to increase the uptake of free school meals entitlement and as you will know it is directly linked to the amount the school receives in Pupil Equity Fund. The fund is allocated to the school based on the number of young people from S1-S3 registered for [free school meals](#) and for each person the school then receives £1,200. I would welcome any suggestions you may have as to how you think we can address the issue of increasing uptake.

Local Development Plan - Haddington Town Centre Strategy

A [consultation](#) is currently taking place on how the local development plan has supporting guidance that will help our Town Centre. It is important that we make sure the developments support the vibrancy, vitality and viability of Haddington Town Centre. The consultation can be accessed on-line and closes on 21st December 2018.

Open Space Strategy

At a recent Council meeting the [Open Space Strategy](#) was presented and approved. This now means that we have a plan in place that will provide protection for many of our green spaces that are very much valued by local communities. The Strategy has a number of strategic objectives which include health & well-being, opportunities for sport, play and education.

East Lothian Representative on National Parent Forum

The National Parent Forum is the representative body for all Parent Councils. There are representatives on the Forum from every Council area in Scotland. We are members of the National Parent Forum and have in previous years had representation on the Forum from East Lothian. At the last meeting of the Association Bev Skirrow asked all Parent Councils to raise awareness of this vacancy. It was highlighted that it was important to ensure that the views of small Councils like East Lothian were represented at this level. The National Parent Forum is an organisation which is regularly consulted by Government on a whole range of education policy areas. More information would be provided for anyone who was interested in this role.

Best Value Assurance Report

East Lothian Council recently went through a root and branch review carried out by Audit Scotland. This included the Education Service and the feedback received has been positive. The report recognised that the Council has a clear commitment to taking action to improve education performance. It also acknowledged a number of areas outlining actions that are being taken to support school improvement such “the head of education has been actively assisting individual schools to raise attainment”. Education Scotland also recognised that the support provided to schools had significantly improved. The report covered areas for improvement which are now part of the Local Education Improvement Plan.

Local Education Improvement Plan 2018-2019

The Education Service Local Improvement Plan for 2018-2019 was recently approved and sets out the Departments vision and aims for education across the County. The plan outlines how we aim to collectively deliver on our commitment to Believe, Achieve, Strive for Excellence and Care for All to improve the quality of the experiences we provide for our children, young people and their families. The plan outlines lists of actions, key milestones to be achieved, timescales and a named lead for each action. The areas of improvement are grouped under the following key themes:

- Attainment & achievement
- Ensuring wellbeing, equality & inclusion (GIRFEC)
- Employability
- Leadership
- Finance & resources

The Education Service Improvement and Evaluation group will review progress made with the improvement actions set out in the Plan. One of the recommendations approved was the production of a pupil and parent friendly version of the plan.

Education Standards & Quality Report 2017-2018

The Education Committee recently approved the Standards & Quality Report for 2017-2018. The report provides a summary of the key success and progress made across our schools during the last year. Within the report there is much to celebrate and few highlights include:

- The Education Service first Youth Summit in March 2018
- Pupils from across all six secondary have improved their performance in SQA higher courses
- Annual Participation Measure for young people age 16-19 year old participating in education, training and employment at its highest level at 94.7%
- Improvements in the outcomes for care experienced young people.

27th November 2018