

ALFORD ACADEMY PARENT COUNCIL

Alford Academy
Greystone Road
ALFORD
AB33 8TY



www.alfordacademy.aberdeenshire.sch.uk

alfordaca.pc@outlook.com

Minutes of AGM 16th September 2019

Present: Colin Turnbull, Liz Strachan, Penny Fuller, Jane Veitch, Denise Smith, Annie Nicholson, Petra Glennie, Ingrid Huldal, Flora Grigor-Taylor, Louise Mitchell, Marianne Crombie, Fiona Parsons, Joe Purkis, Monica Iloya, Fiona Henderson, Grainne Patton, Rhona Stuart, Liz White

In Attendance: Moira Milne, Lisa Lees

Annual General Meeting

1. Welcome and Apologies

Colin Turnbull welcomed everyone to the meeting.

Apologies were received from: Richard Stroud, Nicola Sedgwick, Charlotte Milburn, Sarah McGregor, Sarah Lewis, Sheena Lawson, Frank Sewell, Anne Glennie, Jolene Mackay, Gloria Malcolm, Donna Gray, Amy Wilson, Angela Findlay

2. Chairperson's Annual Report

Colin Turnbull outlined the key aims of the Parent Council - firstly to work in partnership with the school to create a welcome and inclusive environment for parents and carers. Whilst fundraising is important, the Parent Council aims to give support in other areas of school life using a collaborative approach with staff and pupils. Parents can help to improve the education and wellbeing of pupils at the school via this forum, though Colin stressed that Parent Council should not be a "soapbox" opportunity.

The school has an open-door policy and every parent can meet with a guidance teacher, Senior Leadership team or Moira Milne herself, if they have particular concerns. The Parent Council can however provide support at a parent's request in approaching the school; Colin reported that he has supported many parents in this way.

The Parent Council aims to represent views across the whole parent forum, and act on these. Last year concerns were raised about drugs in the community and the Parent Council organised an informative event in conjunction with the school and relevant authorities. The constitution of the Parent Council contains guiding principles, and the agendas of meetings try to deliver balance for the benefit of the school and parents.

Colin thanked the school staff who give their time to attend and contribute to our meetings, and also thanked Richard Stroud, our co-opted member and Cllr Latham. He also thanked David Wyllie and Sandy Innes who have contributed greatly over the years in various ways and will be missed, now that their children have left school. Colin thanked the members of Parent Council and the office bearers for their work in the last year, for example for raising funds to support Show My Homework and the Awards Ceremony, for helping organise PVGs for volunteers and compiling FAQs.

Moira has offered parents an opportunity to “Shadow the Head” to see behind the scenes. Upskilling workshops for parents are planned, initially with mathematics as the topic. The Pupil Council have designed and printed Parent and Pupil survival guides with help from the Parent Council, and they are working on ideas for the outdoor space.

Colin was pleased at the large number of attendees for this meeting and said that the momentum of the Parent Council is going the right way.

3. Treasurer’s Annual Report

The balance of the main account on 31/08/2019 was £6,599.78.

The lottery account was closed during the year and the remaining amount of £3,012 transferred to the main account.

After commitments to fund badges, ShowMyHomework and part funding of the awards ceremony, there will be approximately £3,700 left in the main account.

Aberdeenshire Council funding has not been received this year as we must show evidence that the Parent Council Constitution has been reviewed before funding will be released.

The accounts for 2018-2019 have been audited.

(See attached financial statements)

4. Election of Office Bearers

Chairperson:	Colin Turnbull	Proposed by Ingrid Huldal Seconded by Petra Glennie
Secretary:	Monica Iloya	Proposed by Liz Strachan Seconded by Colin Turnbull
Treasurer:	Denise Smith	Proposed by Penny Fuller Seconded by Colin Turnbull
Co-opted member:	Richard Stroud	Proposed by Colin Turnbull Seconded by Liz Strachan
Vice-chair:	Ingrid Huldal	Proposed by Colin Turnbull Seconded by Petra Glennie

Election of Members

There are 15 parent/carer members at present, and 1 co-opted member.

The following are members for 2019-20:

Fiona Henderson	(S1)	Colin Turnbull	(S2, S5)
Nicola Duncan	(S1)	Sheena Lawson	(S3, S4)
Sarah Lewis	(S1, S3)	Ingrid Huldal	(S3)
Grainne Patton	(S1)	Charlotte Milburn	(S3)
Jane Veitch	(S1, S3, S6)	Denise Smith	(S3)
Monica Iloya	(S1, S4)	Sarah McGregor	(S4)
Nicola Sedgwick	(S1, S4)	Penny Fuller	(S5)
Donna Gray	(S2, S4, S6)		
Richard Stroud	(co-opted member)		

AGM close

First Meeting of Parent Council Session 2019-2020

1. Minutes of Previous Meeting and Matters Arising

The minutes of the meeting on 26th August were accepted as accurate.

Proposed by Colin Turnbull

Seconded by Penny Fuller

Matters Arising:

- 1.1 Application for Grants – Denise Smith has contacted the Marr Area Partnership and they have come back asking what type of things needed funding. Denise has reported back about help with transport. Await further discussions.
- 1.2 Transport Issues – Mrs Milne reported that the council are working to improve the bus services and that Councillor Latham is also helping.
- 1.3 FAQs – Charlotte has put together a set of FAQs and the school is reviewing them and will decide which ones can go on the website/blog.
- 1.4 Parent Council – Pupil Council – Penny reported back about the Fresher Fayre which the Pupil Council had organised to showcase what clubs were available for pupils. The Pupil Council have reorganised themselves into 3 groups: The Chair (A Wright) – is leading on developing learning and social spaces; a Media/Pupil Voice Group – is led by I Scott; and a Green School/Healthy Eating Group is led A Wilson.
- 1.5 “Inspire Young People” project. A work in progress led by Ingrid Huldal/Moira Milne/Colin Turnbull/Joe Purkis

2. Constitution Review

The Constitution was reviewed briefly, and it was agreed to make no changes.

ACTION: None

3. Parent Council Consultation – “Antibullying” policy and procedures

This interactive session was led by Mrs Lisa Lees (Deputy Head for Pupil Support). She is in the process of producing an Anti-Bullying Policy for the school based on the principles of “RespectMe” <https://respectme.org.uk/> - Scotland’s Anti-bullying Service. The definition on their website is: *“Bullying is both behaviour and impact; what someone does and the impact it has on a person’s capacity to feel in control of themselves.”* She has been running consultations in school with groups of pupils and teachers and shared some of the findings from these consultations with Parent Council which she plans to incorporate in to the Policy. She then split the Parent Council in to Groups and the Groups were asked to discuss and write down what they thought Bullying looked like. This generated a useful discussion and the Parent Council’s ideas were very similar to what the pupils and staff had come up with. There was a side discussion about the use of mobile phones in school. Mrs Milne reported that the school were aware of the issues around mobile phones from all angles and had tightened up on their use in class.

Aberdeenshire Council has a ‘Reporting Bullying’ policy and schools discuss and report incidents of Bullying centrally. Mrs Lees went on to discuss the ideas that the pupils had come up with for them to report Bullying eg. DropBox, Message Line, Google Forms, Google Class Room, Mentors in Violence Protection etc in addition to the more traditional methods of speaking to Guidance Teachers/Parents. The school will be looking at these options and deciding which method(s) will work best in practice. Colin Turnbull stated that it would be important to ensure policies are fully implemented if they are to be successful and wanted to be clear on what the process for implementation was and what the time-scales were. Mrs Lees replied that she will be sharing the policy with staff to ensure there is consistency of approach.

The next part of the Policy will be on “Responding to Bullying”. Currently the school uses a ‘restorative approach’. Mrs Lees reassured parents that all parties need to agree before they use this approach and it sometimes takes time to get everyone on board.

Mrs Lees then went on to describe what happens in the school as regards the Council’s “Bullying & Equality Incident Recording and Monitoring” Policy. She holds a weekly “Bullying” meeting with the Guidance Teachers. They discuss incidents and events and agree an action plan and whether the incident should be recorded formally. They only record in-school incidents (but that would include incidents on the way to school, at lunch/break times and on the way home from school eg on the bus).

ACTION: Mrs Lees will email out a copy of the Draft Policy to the Parent Council Members and would appreciate feedback by 4.10.19 and she aims to finish the policy by the October holidays.

4. Parent Council sub-groups for 2019-20

There was no time to discuss this item in detail. It was agreed that it will be discussed at the next meeting. It would be helpful to have a list of the sub-groups prior to the next meeting. There are sub-groups for Fundraising, Parent Council-Pupil Partnership, Volunteering, Community resources to enrich school education and Community group link - Additional Support Need

ACTION: To be discussed at next meeting.

5. Parent Council Health Check Review

Item not discussed as no time.

ACTION: To be added to agenda for next meeting

6. AOB

Colin Turnbull asked the group to remember Val Goodlad who died recently. She had been the Head-teacher at Tullynessle School and had made a huge contribution to the education and lives of children in the community and will be sadly missed.

7. Date of next Meeting: Wednesday 6th November 2019 7pm

ACTION POINTS:

ACTION: Bullying Policy - Mrs Lees will email out a copy of the Draft Policy to the Parent Council Members and would appreciate feedback by 4.10.19 and she aims to finish the policy by the October holidays.

ACTION: Parent Council Health Check – discuss at next meeting

ACTION: Parent Council Sub-groups – to be organised at next meeting.

ACTION: Application for Grants – Denise Smith to update group on progress

ACTION: “Inspire Young People” project. Group to report back on progress. Ingrid Huldal/Moira Milne/Colin Turnbull/Joe Purkis

Start 7.05pm Close 9.05pm

Dates of future meetings:

Wednesday 6th November 2019 7pm

Tuesday 21st January 2020 7pm

Monday 16th March 2020 7pm

Tuesday 12th May 2020 7pm

Wednesday 17th June 2020 8pm