

**ALFORD ACADEMY PARENT COUNCIL**  
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## MINUTES

**Wednesday 12<sup>th</sup> May 2021**

**Virtual Meeting (Covid-19 Pandemic)**

**7pm – 9pm**

1. Chair: Ingrid Huldal (Chair)
2. Minutes: Monica Iloya (Secretary)
3. Present:  
Committee: Denise Smith; Joe Purkis; Sarah Lewis; Louise Mitchell; Charlotte Millburn; Coralie Robertson; Fiona Henderson; Frank Sewell  
Other: Fiona Parsons, Joan Beaton, Linda Purkis, Susie Young, Rebecca Ruddick; Colin Crombie; Amy Wilson
4. Apologies:  
Committee: Grainne Paton; Anne Glennie  
Other: Stuart Cookson (Depute Head Teacher)
5. In Attendance: Senior School Team:  
Moira Milne (Head Teacher); Lisa Lees (Depute Head Teacher); Struan Gardner (Depute Head Teacher)

### 6. Welcome and Apologies

Ingrid welcomed everyone and Monica read out the apologies.

### 7. Minutes of previous meeting and matters arising

The minutes were reviewed and agreed. Proposed: Denise Smith; Second: Joe Purkis

**ACTION:** Partnership Working – if anyone interested in getting involved with Partnership working, please get in touch with Stuart Cookson or email Monica via Parent Council email address.

*No update*

**ACTION:** Monica will reconnect the Parent-pupil partnership group with Lisa to take the mental health support forward.

*Update: Lisa met with group and talked through what is happening at the school; Frank was unable to attend this meeting and will liaise with group for an update,*

### 8. Treasurer's Report

£2740 in the account. No payments from the Council for past 2 years – Denise is chasing this up. There has been £58.05 raised through Easy Fundraising.

**ACTION:** Denise to chase up Aberdeenshire Council Payments

## 9. School Updates

### Head Teacher Update – Mrs Milne:

Staffing Update:

New (in post): Drama – Louise Lennon (maternity cover)

Moving on: Maureen Grady (Tech)  
Angela Warren (Maths)  
Anna Cormack (English Probationer)  
Joel Sande (Technical – retiring)

Actively Recruiting: Maths English ASL  
Probationer request Tech, Home Ec, Chem/Science

Mrs Milne is retiring in the summer; the recruitment timeline was shared for appointing her replacement with Interviews on 14.6.21; parent council involvement with the recruitment process. Mrs Milne reported that she will be “full pelt” until she leaves.

Current Planning:

Holiday Dates shared for 2021-22: Holidays 10.2.22, 11.2.22, 14.2.22(Mid term)  
Inservice Days 15.2.22 and 16.2.22  
Holiday 6.6.22 and awaiting an update on  
3.6.22 (Queen’s Platinum Celebration)

School reports and parent evenings planning

Staffing

Course offers & timetabling

New timetable starting on 8.6.21

Pupil leadership roles & interviews

No end of year in-house celebration – smaller celebration ? pros and cons of prize-giving to be discussed – Parents to email MM with views on this

Recovery and school improvement

**ACTION:** Monica to send out an email to ask for Parents’ views on the end of year celebrations

Other activities:

World Book Day – World Read Aloud Day

1<sup>st</sup> Ministers Reading Challenge – included e.g. S1 Book Bingo; Virtual author Visit; Well done to Faculty of English – a Case Study of their Reading Challenge work has been published by Education Scotland .

British Science Week Projects in various departments e.g. House of the Future S1 Maths Project

Home Economics – pupils have been making Aprons.

Drama MGA Academy Workshop for Senior Drama Pupils

Alford Academy Mock Election - S3 Modern Studies organized – over 300 voted – Labour Party won. This was followed up by discussion about pupil votes, national results and Scottish Parliament.

### **Stuart Cookson Update (Deputy Head) - Curriculum**

Mr Cookson sent his apologies. Mrs Milne gave update on this area in her presentation.

Foundation Apprenticeships (FA) – increasing pathways and number of pupils ,  
New this session are

Automotive FA delivered in partnership with the Grampian Transport Museum

Construction FA – delivered in school by industry leaders – current work is on a chicken coop

Hospitality FA – delivered on campus in partnership with Aberdeenshire Catering Services

Aimee Maitland – DYW Employer School Coordinator (Developing the Young Workforce) – in Alford Academy on Mondays, Tuesdays and every 2<sup>nd</sup> Wednesday  
Service Design Academy – 3 events so far; last one in March – views of pupils/staff/businesses/parents were sought; outcomes and actions to be shared soon.

### **Struan Gardner Update (Deputy Head): Learning and Teaching**

SQA Assessment Timeline was shown.

SQA are sampling assessments for Quality Assurance (QA).

The deadline for Pupil Assessments is the 28<sup>th</sup> May. Thereafter school staff are involved in internal and external QA by both the school, local authority and the SQA.

The deadline for submission of provisional result to the SQA is 25<sup>th</sup> June.

S1 Pupil reports should be out around 18<sup>th</sup> June.

### **Lisa Lees Update (Deputy Head): Pupil Support**

Wellbeing week 10-16<sup>th</sup> May 21 – focusing on ‘5 ways to wellbeing’. Daily messaging to pupils and staff.

Monitoring and supporting Young People’s Wellbeing is ongoing:

Easy access to PTG via online appointment request form, direct access and via email.

Weekly wellbeing online check-in during PSE – those of concern highlighted and contact made by PTG.

Weekly wellbeing face to face check-in during PSE. S4-6 downtime during PSE – relaxed atmosphere with drinks/homebakes.

Full wellbeing survey issued for completion by Fri 21 May.

## Weekly House Pupil Support Meetings.

Ongoing financial/resource support for our Young people and their families:

e.g. chromebook covers, stationery packs; mentoring for 11 senior pupils by staff; revision materials offered and purchased; slow cooker purchases with hints, tips and recipes.

Parent information sessions – wellbeing and online safety are being planned.

P7 transition is ongoing – majority virtual. Key activities include

- virtual ‘getting to know you’ sessions with head prefects & transition team; virtual tour; virtual tour with linked activities.
- House and class info out week beg 31/5/21.
- on-campus short tours 3<sup>rd</sup> and 4<sup>th</sup> June.
- virtual learning experience – similar to last year Tues 8<sup>th</sup> June to Friday 18<sup>th</sup> June.
- virtual Parent Information Evening followed by Parent Council Meeting on 9<sup>th</sup> June.
- virtual House Meetings Week beg 14<sup>th</sup> June.

## 10. Sub-Group Updates

### a) Fundraising

Ingrid gave an update. Connect have advised Parent Councils to be mindful of many family's current financial situations in relation to active fundraising and advised to focus on smaller-scale projects and more on wellbeing/support. Fundraising efforts should continue via EasyFundraising as this is effectively money for nothing for those parents that shop online. A new email to be sent out to encourage parents to use Easy Fundraising. Ingrid advised that Nicola and Petra have stepped down from this group and asked for interest in joining the group. Coralie Robertson has kindly offered to join the group. The group will meet next week to progress ideas and progress with grants/fundraising. (Group is now Ingrid, Grainne, Coralie)

### b) Parent-Council Pupil Partnership

Lisa Lees met with the group in February and talked through what is happening at the school during this period of remote learning and plans for when school returns. All in attendance agreed the school was doing a lot to support our young people with Mental Health Ambassador set up to support well-being and the plans for returning student support were excellent. Frank was unable to attend this meeting and will liaise with group for an update.

### c) Community Group Link: additional support needs

No update

### d) Communication

Charlotte met with Struan in November and then things were put on hold again with the 2<sup>nd</sup> Covid lockdown; there is an ongoing email conversation between them as regards the website etc.

#### e) **Inspire Young People**

This project is moving forward – Moira and Stuart have met with Joe to re-start the initial planning and work.

#### **11. School Uniform**

Amy described what was done as regards collecting and redistributing of primary school uniform in 2020. It was agreed that something similar could be done for Academy Uniform but there are some logistical issues to be managed. It was agreed that a small working group would meet to progress this idea. It was thought we could ask local businesses/organisations to help.

**ACTION:** Amy, Sarah, Charlotte & Monica to meet to discuss further – MM to arrange meeting

#### **12. Time Capsule Project**

This project was discussed and is being run through the Evening express/P&J with a closing date very soon. The school are aware, and this has been put out to staff, but as they are very busy, Mrs Milne is awaiting feedback and would hope to make a contribution and also continue working on our school capsule by the end of session.

#### **13. Co-op Project Funding**

The Coop Project Funding is open for applications. Amy also advised that the Jo Walters Trust is also open for funding applications. The Fundraising Group have agreed to meet to discuss ideas for funding applications.

**ACTION:** Fundraising Group to meet to discuss potential projects to apply for funding for.

#### **14. AOB:**

**Outdoor space use** – A discussion was held as how to maximise the outdoor space at the school for pupils. The Student Council are working on this area. Coralie has kindly agreed to join the fundraising group to take this forward.

**ACTION:** Fundraising Group to meet to discuss fundraising for improving the Outdoor Spaces at the school

**Workload for S2s** – It was felt that the S2 workload in particular was quite low at present – several parents at the meeting were in agreement on this. The school will review and take this forward. The senior leadership team are also mindful that staff wellbeing is also very important and staff have been exceptionally busy with assessments in particular for the S4-S6s.

**Digital Mental Health** - Charlotte went to the Kooth session via Connect and felt that this was a good support for MH delivered digitally. [www.kooth.com](http://www.kooth.com)

**Duke of Edinburgh (DoE)** – a question was asked about DoE. DoE has been quiet due to the Pandemic and also changes at Aberdeenshire Council level. Alford Academy is to become a licensed DoE centre for 3 years initially to see how this will work in practice. Vicki Shepherd is the DoE lead; and more information will be coming out soon. The school are unable to currently have face to face volunteers. Frank is interested in getting involved as a Volunteer and will contact Vicki Shepherd.

**ACTION:** Frank to contact Vicki Shepherd re DoE

**Work experience** – a question was asked as regards what is happening with Work Experience. This is usually done at the end of S3 and is supported by the guidance team; the current S3s missed out this year due to the Pandemic. The school have stressed that if there is a specific pupil who would benefit from Work Experience urgently eg Leaving School at end of S4, the school will try and facilitate this for that pupil.

Meeting Close: 8.45pm

### **ACTION POINTS:**

**ACTION:** Denise to chase up Aberdeenshire Council Payments

**ACTION:** Monica to send out an email to ask for Parents' views on the end of year celebrations

**ACTION:** Email to go out again to parents as regards Eastfundraising

**ACTION:** Amy, Sarah, Charlotte & Monica to meet to discuss further – MM to arrange meeting

**ACTION:** Fundraising Group to meet to discuss potential projects to apply for funding.

**ACTION:** Fundraising Group to meet to discuss fundraising for improving the Outdoor Spaces at the school

**ACTION:** Frank to contact Vicki Shepherd re DoE

**ACTION:** Partnership Working – if anyone interested in getting involved with Partnership working, please get in touch with Stuart Cookson or email Monica via Parent Council email address.

### **15. Dates of next meeting**

June 2021 – 9.6.21 (P7 Parent Welcome – 8pm)

### **APPENDIX:**

#### **Parent Council Sub-groups 2020-2021: Members**

Fundraising – Ingrid Huldal, Grainne Paton, Coralie Robertson

Parent Council-Pupil Partnership – Penny Fuller, Ishbel Mollison, Frank Sewell & Coralie Robertson

Community Group Link: additional support needs – Sheena Lawson, Rhona Stuart, Sarah Lewis & Donna Gray.

Alumni Project: Inspire Young People - Joe Purkis & Donna Gray

Communication: Charlotte Millburn

#### **Parent Council Members 2020 – 2021: Quorum 6**

Sharon O'Mant (S1)

Coralie Robertson (S1)

Fiona Henderson (S2)

Joe Purkis (Vice-chair) (S2)

Sarah Lewis	(S2, S4)
Grainne Patton	(S2)
Frank Sewell	(S2) (S3)
Denise Smith (Treasurer)	(S2, S4)
Monica Iloya (Secretary)	(S2, S5)
Nicola Sedgwick	(S2)
Donna Gray	(S1, S3, S5)
Sheena Lawson	(S1, S4, S5)
Ingrid Huldal (Chair)	(S4)
Charlotte Milburn	(S4)
Penny Fuller	(S6)
Richard Stroud	(co-opted member)