



## ST MUNGO'S PARENT COUNCIL

CHAIRPERSON: MRS ANISAH IJAZ

## ST MUNGO'S PTA

CHAIRPERSON: MRS ANTOINETTE CHERUBINI-DONALDSON

Minutes of the **Joint Annual General Meeting** of St Mungo's Parent Council and PTA held by video link on Thursday 29<sup>th</sup> October 2020 at 7pm.

### **PRESENT:**

**Parent Council and PTA Members:** Anisah Ijaz, Florence Crozier, Carolyn Tribble, Antoinette Cherubini-Donaldson, Merle Stevenson, Steve Feltbower, Ian Bruce, Anne-Marie Gregory, Louise Harland

**New Parents attending:** Moira Shearer, Lesley Mann, Sofia Akbar, Sharon Mwale

**Councillors:** Pat Reid, James Kerr.

**In Attendance:** Stephen Phee – Rector, Anne Hemfrey – Clerk

**APOLOGIES:** Keliann Arthur, Jacqueline Thomson, Cathy Peterson.

## **PARENT COUNCIL**

### **MINUTES OF 2019 AGM**

The minutes of 2019 AGM were proposed by Carolyn Tribble and seconded by Florence Crozier.

### **CHAIRPERSON'S REPORT**

Anisah welcomed everyone to the meeting and delivered her report. It is attached here and will be put on the school website with the minutes.

Anisah thanked everyone for all their hard work over the past year.

Anisah reviewed the meetings held during the past academic year, which from March onwards had not followed their usual pattern due to the lock down following the Covid 19 outbreak. Additional meetings had been held over the summer to enable the Parent Council to be kept informed of the rapidly changing picture with regard to pupils' return to school.

### **OFFICE BEARERS AND MEMBERS**

Carolyn Tribble resigned as Treasurer, and Merle Stevenson volunteered to take over that role. Carolyn to do a full handover to Merle, who will be added as a signatory to the bank account.

Keliann Arthur was not present at the meeting but had previously intimated her willingness to remain as Vice-Chairperson.

Anisah Ijaz explained that she was willing to continue as Chair for the coming year, unless anyone else wished to take over the role (no volunteers were forthcoming). However, she did point out that she would be standing down at next year's AGM as her son is now in S5.

Ian Bruce resigned as a member of the Parent Council, as his youngest daughter has now left the school. Anisah thanked Ian for his support on the Parent Council.

New members are required and Anisah hoped that the parents attending tonight for the first time would join the Parent Council.

### **TREASURER'S REPORT**

The outstanding balance is £728. Final accounts need to be sent to Falkirk Council. No funds have as yet been received from the Council this year, but it is expected that they will be forthcoming.

### **RECTOR'S REPORT**

A copy of the HT report is attached to these minutes. Of particular note:

#### Covid /Risk Assessment

The Risk Assessment extends to almost 20 pages and is constantly being updated in line with guidance from the Local Authority and the Scottish Government as it changes. There have been three cases of Covid in the school – all NHS procedures were followed.

A parent queried the need for pupils who have travelled on a school bus to self isolate due to another pupil on the bus testing positive for Covid. He pointed out that no-one using ordinary public transport provides their contact details so cannot be contacted if other bus users test positive. Stephen said the school had to follow the rules laid down for school bus usage. Every teacher has a seating plan for pupils which covers friendship groups and travel to school.

Parents reported some confusion with regard to the NHS texting service.

#### Mid Term Exams

As the Nat 5 exams have been cancelled, the mid-terms are really important as they will form a key part of the evidence used by assessors. Teacher predictions have to be based on robust and reliable evidence.

### Parents Evenings

These may be held online with a virtual 5 minute 1-2-1 chat. However, parents can phone the school at any time if they have any concerns about their child.

### School Uniform

Current Government advice is to leave doors and windows open in classrooms to ensure good ventilation. This means that as the winter progresses classrooms are going to get very cold. The school are therefore proposing to add a "school hoodie" to the uniform, which will be worn under the blazer. This will cost about £17 -£18 – a lot of moey for families with several children at the school. It was suggested that the Parent Council might subsidise the hoodies.

A parent asked what was the likelihood of pupils being told to wear face masks all day? Some parents and teachers want to make it compulsory to do so, but Stephen said there were no plans to do so at present.

### PE

Pupils are not allowed to use changing rooms or do indoor activities so exercise currently comprises walking. There has been a successful pilot risk assessment for starting indoor activities so non-contact sports such as badminton may resume shortly.

## **SCHOOL PRIORITIES**

These are outlined in the attached HT report. Of particular note:

### Pupil Attainment

Effective learning can take place for pupils who are isolating if all staff and pupils are au fait with how Microsoft teams works. Cameras are being delivered to enable lessons to be recorded in the classroom. Staff will be trained in their use so they are comfortable in front of them.

Some parents commented in lockdown that they did not know what work was being set. All parent swill be alerted to work set for pupils and the school will follow up if it is not done. There is a recovery plan for literacy and numeracy.

### Pupil Health and Wellbeing

Schools have been given funds to spend on counselling and support for pupils. Falkirk Council have taken the decision to supply all staff and pupils with iPads. Pupils without wifi at home will be given a data allowance. A parent queried the need to give all pupils a device, as many have them already, but Stephen explained that it was the only way data protection security could be ensured.

## **COMMUNICATIONS**

One letter had been received from a parent listing a number of concerns about their child's experiences at school. Anisah explained that whilst individual cases cannot be discussed at Parent Council meetings, issues affecting the welfare of pupils in general can be discussed. Anisah therefore asked Stephen to comment on the following:

**Bullying** - Stephen explained that the school take it very seriously, all incidences are recorded and pupils are encouraged to report any incidence of bullying. The school Police Officer, PC Forsyth, is informed and involved in working with both the victim and the perpetrator. Last year, as an alternative to exclusion, a system was introduced whereby the perpetrator's

parents are asked to come to the school and have to agree that their child will go through a programme to ensure the bullying stops.

Stephen pointed out that, where physical violence is involved, the school cannot ask for a pupil to be charged – that is a Police decision.

Anisah asked if Stephen could provide some statistics at the next meeting regarding the incidences of bullying over the last year or so. Stephen agreed but also suggested that he invite Miss Jess to the next meeting to give a presentation on this issue. All agreed that this was a good idea.

**Racism** – Stephen was asked if pupils are encouraged to report racist comments that they overhear and at what point the Police are involved. Stephen explained that pupils know that staff are approachable. Pupils are offered support – the school will involve the appropriate support agencies if necessary. The school aims to educate the perpetrator with appropriate counselling if required.

**Playground supervision** – staff volunteer to supervise the playground, Stephen reported that several do so. There is no loose debris such as bricks in the playground.

**Support for additional needs pupils during lockdown** – PSE teachers meet with pupils and support them.

## **SQA PERFORMANCE**

A presentation on SQA performance is attached to these minutes.

## **DATES OF MEETINGS 2020/21**

It was agreed that the meetings for the coming academic year will be held on **10<sup>th</sup> December, 4<sup>th</sup> February, 25<sup>th</sup> March, 20<sup>th</sup> May**, all at 7pm either by video conference or in the school, to be advised nearer the time.

## **PTA**

A copy of the PTA annual report is attached here and is also on the website. Antoinette explained that it has inevitably been a quiet year for the PTA. There have been no events since lockdown so we were unable to have our race night or curry night this year. The main income for the PTA is generated through our 200 Club. We have had some new members by encouraging new parents and staff to join up by advertising on social media and through the school and by groupcall. We are currently considering having a virtual Xmas Fayre.

The PTA run a Uniform Swap Shop and have rehomed many blazers and jumpers/cardigans to both families and the school. This has been extended to allow teachers and staff access to uniform whenever a pupil may need one by placing it on rails in the senior management area.

### **Projects supported in 2019-2020:**

- Support the sportathon by funding refreshments
- Funding for the YPI Awards
- Supported a breakfast club

- Bought dictionaries for the Modern Languages Department

In addition the PTA has recently purchased 9 Visualisers for the English dept to make socially distanced teaching easier.

### **OFFICE BEARERS**

Office bearers remain unchanged:

Chairperson: Antoinette Cherubini

Treasurer: Stuart Donaldson

Secretary: Sandy Murphy

### **ACCOUNTS**

A copy of the accounts for 2019/20 is included in the annual report. The current balance is **£5115.41**.

### **DATES OF MEETINGS FOR 2020/21**

**The PTA meets on the last Thursday of the month.**

### **ANY OTHER BUSINESS**

It was suggested that the surplus Parent Council funds could be used as a “kitty” for the business teachers so pupils could get experience in setting up enterprises. To be considered for discussion at the next meeting.

A parent asked if parents could be informed as to what unit their child was on.

Merle Stevenson had attended a recent Falkirk Council Education meeting where it was revealed that the Scottish Government had given Falkirk Council £1m to support families with mental health and wellbeing. All reports are accessible on the FC website.

The school are supporting the St.Vincent de Paul food parcel campaign.