

**Viewforth High School
Parent Council Meeting
24th January 2022**

1. **Present** – Alex Tomlinson (Chair), Lisa Moore (Head Teacher), Gordon Mullan, Susan Reid, Jennifer Fenelon, Oonagh Williamson, Graeme McDowall
2. **Apologies** –Charlotte Overstone, Diane Wright, David Hay, Ree Murray
3. **Membership Update** – Diane Wright has resigned from the Parent Council as she no longer has a child who attends the school.
4. **Minutes of previous meeting** – Approved offline on 17th December 2021.
5. **Treasurer Update**
There is no treasurer update at the moment.
6. **Ongoing Actions (Matters Arising)**

Name	Action
Alex	1. To invite Jackie Funnell to the 7 th March 2022 Parent Council meeting (In progress) . 2. To continue to work in conjunction with Mark to see if there are any suitable funding opportunities that could be presented to the school. (In progress – Picnic Benches – what type / how many / cost) 3. To get the Parent Council Website updated to support the change in constitution. (In progress - need to include associate member and remove Diane Wright) .
Lisa	1. In August 2022, to ask staff planning to run extracurricular activities if there are any areas that the Parent Council could apply for funding that would help. (on hold)
Mark	1. To continue to work in conjunction with Alex to see if there are any suitable funding opportunities that could be presented to the school. (In progress – see above)

7. **Head Teacher's update – Lisa Moore (HT)**

Covid 19

- Continuing to do everything that can be done, however, this becomes increasingly difficult when community transmission is high.
- Still have a healthy stock of lateral flow tests. Pupils and staff are encouraged to test twice a week.
- Previously parents had to give consent for a young person to take part in lateral flow tests, however, this is no longer a requirement.

- Due to the opt-out of isolation option when identified as a close contact (as long as daily lateral flows are completed), young people are welcome to take home tests for family members /neighbours as they can sometimes be difficult to collect in the community.
- Isolation is only necessary if the young person has tested positive themselves.
- Pupil attendance has been impacted and it has been as low as 81% at points.

Staffing

- Mr Puller – Computing has been promoted in another Fife school. The vacancy has been advertised however, it closed with no applicants.
 - On a Monday afternoon Mr Puller will teach the Nat 5s during class, Higher after school and the Advanced Higher pupils online.
 - The school have been in touch with Fife College to see if support can be offered but there is no capacity within their staffing at the moment.
 - The other Kirkcaldy high schools are also short so not able to provide support.
- Miss Fenton – Drama has resigned.
- Two new teachers have been welcomed – Chris Fraser – CDT and Michael Redman – English and Drama.
- Val Symon – MCR Coordinator has joined Viewforth to support pupils who are care experienced or are at risk of going into care. Viewforth is one of the four schools in Fife who have been selected to be a part of the programme.
- Given the increase in the school roll and the projected further increase, an advert has been placed to add a further three principal teachers of guidance – one for each house.

SQA

- Still no update from SQA in the model that will be used for exams. There is a possibility of three scenarios:
 - 1. Carry on as normal with full exams;
 - 2. Exams would go ahead with additional support measures in place;
 - 3. Exams cancelled and teacher grades put forward.

(Between the time of the meeting and typing up the minutes, the SQA have opted for scenario 2 above).

Prelims

- The prelims went well and the departments are now working to ensure that if a pupil was absent then they have the opportunity to sit the prelim exam.
- Marking and cross marking is currently taking place.
- Parents of S4, S5 & S6 years will receive a report mid February.

Course Choice

- Pupils will receive course choice forms in registration and in PSE. The course choices will begin with the S2 → S3 choices and will follow a staged approach throughout the year groups.

- A virtual appointment can be booked with the Guidance teacher to go through the course choices once the form has been received.

S1 Enrolments

- Fife Council is trialling a new enrolment system which means all applications have to be completed online. The deadline for online enrolments for High School is the 15th March 2022.

8. Members Questions

What does the SQA option 2 look like?

A study pack will be shared with pupils to give a clearer indication on what it is that they need to focus on for exam preparation. More information will come out from the SQA in due course.

Thanks to Mr Pullar

The Parent Council would like to extend their appreciation to Mr Pullar for his efforts to continue to support the National 5s, Higher and Advanced Higher pupils whilst moving to a new post at a different school.

Examinations

It was really beneficial for the seniors to have their prelims in the hall which provided a realistic examination experience in preparation for the main exams.

Is there going to be a prom for the S6s?

At the moment there will not be a prom. However, as time goes on with the ever evolving Covid situation, it is hoped that something can be booked in the future. If the S6s wanted to book something as an S6 group, this can be done, however, it cannot have Viewforth High School aligned to it until the go ahead is provided from Fife Council.

Is there any information on exam leave?

It has not yet been discussed what the exam leave will look like this year. This will be discussed once formal notification from the SQA has been provided on the model that will be adopted this year.

9. AOCB

- Did the Award ceremony video get published on Facebook / Website?

Yes the award ceremony is on the website: Pupils → Award Ceremonies

10. Actions Arising from the Meeting

Name	Action
Alex	<ol style="list-style-type: none">1. To invite Jackie Funnell to the 7th March 2022 Parent Council meeting.2. To continue to work in conjunction with Mark to see if there are any suitable funding opportunities that could be presented to the school.3. Update the Parent Council Membership and website to reflect the resignation of Diane Wright.4. Update the Parent Council website to reflect the change in the Constitution.5. To work with Mark in identifying funding for picnic benches once the preferred type, number and cost have been provided.
Lisa	<ol style="list-style-type: none">1. In August 2022, to ask staff planning to run extracurricular activities if there are any areas that the Parent Council could apply for funding that would help. (on hold)2. To provide information on what type of picnic benches are required/ cost for the required amount of picnic benches so that appropriate funding can be procured. Lisa to take this to the pupil council to see what type of benches are preferred.
Mark	<ol style="list-style-type: none">1. To continue to work in conjunction with Alex to see if there are any suitable funding opportunities that could be presented to the school.2. To work with Alex in identifying funding for picnic benches once the preferred type, number and cost have been provided.

11. Date & time of next meeting

The next meeting is scheduled on Zoom on Monday 7th March 2022 at 6:30pm.