

**Viewforth High School
Parent Council Meeting
5th December 2022**

1. **Present** – Alex Tomlinson (Chair), Lisa Moore (Head Teacher), Jack Wilson (DHT)
Jennifer Fenelon, David Hay
2. **Apologies** – Charlotte Overstone, Ree Murray, Mark Reid (Treasurer)
3. **Minutes of previous meeting** – Approved Offline on 20th November 2022.
4. **Treasurer Update** – Nothing to report.
5. **Anti-Bullying Policy Presentation by Jack Wilson (DHT)**

What is Bullying?

- For the purposes of this policy we define bullying as behaviour, which may or may not be deliberate, by one person or a group, which upsets, hurts, harms or injures another, impacting directly on their quality of life.
- Bullying may take many forms, including verbal, physical and social behaviour, and increasingly it may involve the use of technology, such as mobile phones or computers.
- It is likely to be associated with a power difference between those who bully and those who are bullied, to lead to hurt, fear and anxiety, and is often the result of a difference, perceived or real. **(Anti-Bullying Policy 2018, Fife Council)**
- This behaviour can include:
 - Being called names, teased, put down or threatened (face to face and/or online)
 - Being hit, tripped, pushed or kicked
 - Having belongings taken or damaged
 - Being ignored, left out or having rumours spread about you (face to face and/or online)
 - Sending abusive messages, pictures or images on social media, online gaming platforms or phone
 - Behaviour which makes people feel like they are not in control of themselves or their lives (face to face and/or online)
 - Being targeted because of who you are or who you are perceived to be (face to face and/or online)

When is it not Bullying?

- It is important for children and young people to discuss how they feel and help them develop resilience to manage their relationships. We know that children and young people will fall out and disagree with each other as they form and build relationships.

- This is a normal part of growing up and most children and young people have the ability to bounce back from this type of behaviour.
(Respect for All 2017, Scottish Government)

Preventative Steps:

Education

- Our Personal and Social Education curriculum addresses bullying directly, however, we also cover a range of linked issues including relationships, safe internet use and keeping yourself safe.
- Our positive relationships policy is based around building respect and supporting young people to recognise the consequences of their actions.
- Our Religious and Moral Education curriculum covers diversity in a wide range of areas including gender, sexuality, culture and religion.
- Our social subjects curriculum covers History, Current Affairs and World Issues from different race groups, cultures and socio-economic statuses.

Mentors through Violence Prevention

- This is a scheme in school led by senior pupils delivering lessons to educate young people about the impact they can have on preventing violence, abuse and mistreatment of others.

Strategy

- We will analyse the bullying incidents reported to us and identify next steps to improve prevention work.

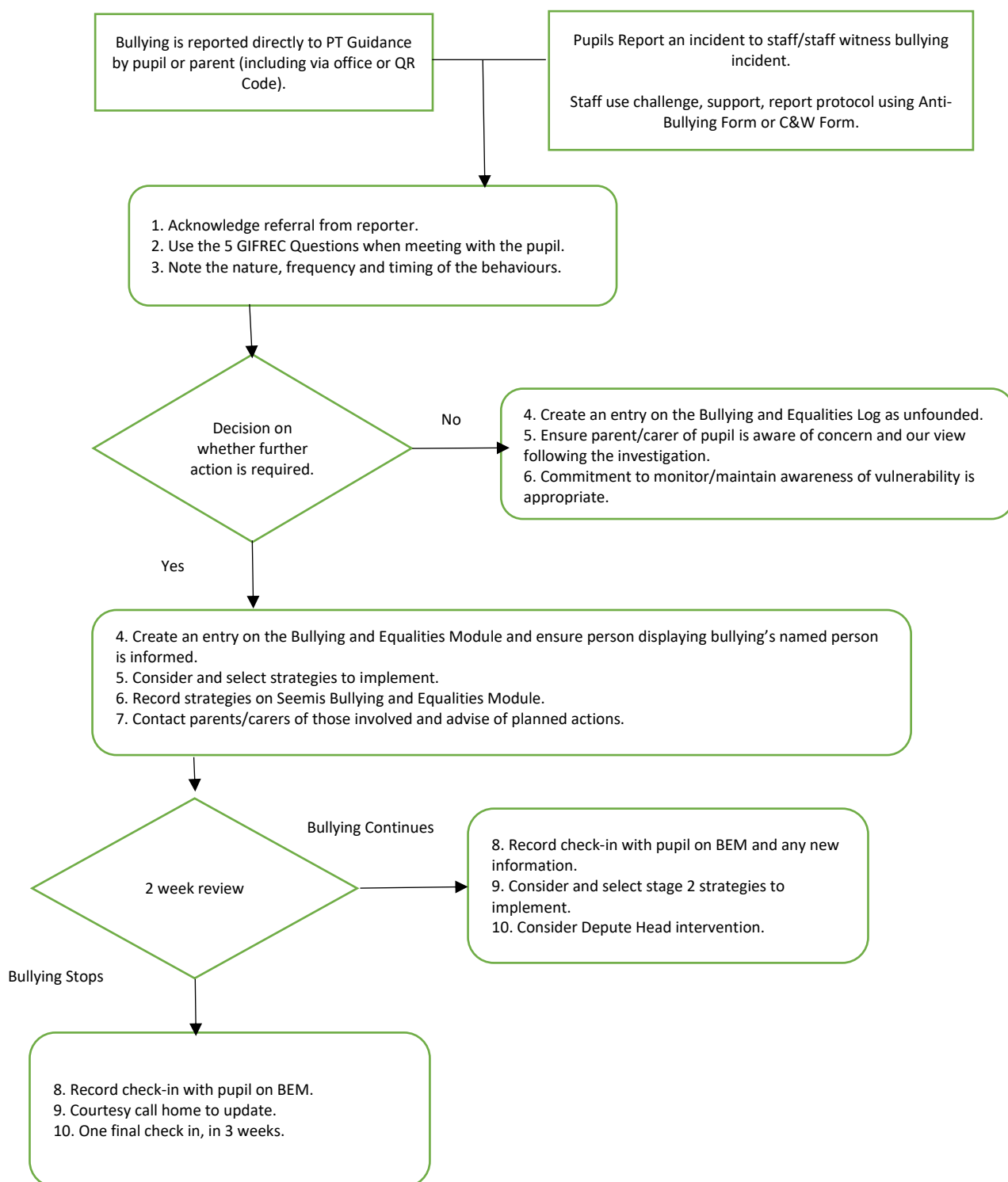
Safe Spaces

- Young people have the opportunities to do things with their friends and build relationships in a safe way – extra curricular activities.

Responsive Steps

- We will build relationships across the school so that they have an adult in the school they feel they can **trust**.
- We will **listen** to the person experiencing the bullying.
- We will remind them that bullying is never acceptable, and we will not tolerate it at Viewforth High School.
- We will ask them how they feel. Impact on individuals varies.
- We will identify the support **they** need.
- Keep them **involved** and up to date.
- **Report** all bullying in our Central System.
- **Follow-up** with both parties including parents/carers.

What process do our staff follow when dealing with bullying?



6. Ongoing Actions (Matters Arising)

Name	Action
All	1. Everyone to think of ways in which the Parent Council can support the work of the DYW. Does anyone have contacts within the industry they work in that could come into school and run a workshop / do a presentation? Email Alex with any relevant information so that this can be taken back to the DYW coordinators for consideration. This is being kept as an ongoing action in case anyone comes up with anything helpful. (Completed)
Alex	1. To work with Mark in identifying funding for picnic benches once the preferred type, number and cost have been provided. (Lisa to provide information in January). 2. To submit the 3 rd grant application once approval has come through from Euan. (Grant has been submitted and awaiting decision). 3. Submit the other 2 grant applications when completed by Ree and Charlotte. (Ongoing) 4. To email the Parent Council to see who is available on 8 th December to show a presence at the 1 st Year parents night. (Parents evening has been changed to the 7th – as no one is available a flyer has been created and will be distributed).
Lisa	1. To email Alex with the preferred type, number and estimated cost for benches so that appropriate funding can be sourced. (On hold until January). 2. To ensure all departments are progressing to using Satchel One for Homework assignments. (Completed – a Satchel One stall will be set up at the S1 Parents night and the Principal Teachers of Curriculum have been reminded that Satchel One should be used).
Charlotte	1. Complete the paperwork for 1 grant application and send through to Alex for submission. (Ongoing)
Ree	1. Complete the paperwork for 1 grant application and send through to Alex for submission. (Ongoing)
Mark	1. To support the submission of the Grant Applications once completed by Charlotte, Ree and Alex. (Ongoing)

7. Head Teacher's report – Lisa M

Inspection:

- Inspection Questionnaires closed on Friday – at time of counting there were 88 returns.
- A number of parents ticked the box to meet with the Inspectors.
- Young people have been completing questionnaires in classes.
- The Inspection Team of 8 will arrive Monday lunchtime and leave Thursday lunchtime.
- There will be a range of activities:
 - Lesson visits;
 - Pupil focus groups;

- Partner focus groups;
- Parent focus groups;
- Staff focus groups;
- The focus is on learning, teaching and assessment and raising attainment and achievement.
- At the end of the inspection week there will be high level messages shared with the Head Teacher and the Senior Leadership Team.
- The report will be published in the New Year. The letter and gradings will be shared with parents and carers.

Prelims:

- June Greig has had a meeting with senior pupils about the upcoming Prelims.
- The Prelim Timetable has now been finalised and will be distributed.

Study Support:

- Study support is up and running, however, the attendance is low.
- The Prelim results last year were very important (SQA Appeals) and at this point it is unknown if 2023 Prelims will be used as evidence for appeals or not. Therefore, the Prelims are very important.

8. Members Questions – none received

9. AOCB

- Bus Route to Glenrothes Fife College Campus Update.
 - June Greig walked the route that would be required.
 - June Greig also looked into taxis.
 - There is no change – the young people will have to walk to the new bus stop. As this is a Stagecoach issue, the school have no authority to make changes.
- Parent Evening Flyer.
 - The flyer has been updated for the S1 parents evening. This includes 2 QR codes that will take parents directly to the email and web address of the Parent Council.

10. Actions Arising from the Meeting

Name	Action
Alex	1. To work with Mark in identifying funding for picnic benches once the preferred type, number and cost have been provided. 2. Submit the other 2 grant applications when completed by Ree and Charlotte. 3. To put a note in the diary to invite Jack Wilson to the final Parent Council meeting before the summer to update on the success of the Bullying Policy.

Lisa	1. To email Alex with the preferred type, number and estimated cost for benches so that appropriate funding can be sourced.
Charlotte	1. Complete the paperwork for 1 grant application and send through to Alex for submission.
Ree	1. Complete the paperwork for 1 grant application and send through to Alex for submission.
Mark	1. To support the submission of the Grant Applications once completed by Charlotte, Ree and Alex.

11. Date & time of next meeting – 23rd January 2023 at 6:30pm on Zoom.