

North West Sutherland Schools Parent Council
Meeting Minutes
Wednesday 20th September 2023, 7pm, Kinlochbervie High School

AGM

1. Attendees

John Naples-Campbell, Katy Lee, Krysha Davis, Lynzi Montgomery, Denise Macdonald, Iona Shaw, Carol-anne Forsyth, Sally Czerwik, Matilda Lewis, Diana Morrison, Heather Paterson, Joshua Keitany, Yvonne MacRae

Apologies

Aileen Macdonald, Dan Price-Davies, Julie Mackay, Alanna Macleod, Sophie Beveridge, Noeleen Chapman, Anne Morrison, Tanya Morrison

Chair's report

N/A

2. Approval of accounts

Durness Primary School	£1554.56 (includes £85 for shared use)
Scourie Primary School	£286.60
Kinlochbervie Primary School	£1764.25
Kinlochbervie High School	£1147.04
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Total	£4752.45

The Parent Council will need to apply to the Highland Council for their financial contribution at the end of Sept / start of October.

3. Selection of council and office bearers

All previous office bearers stepped down prior to elections.

Elected office bearers for 2023/24:

Chair	Denise Macdonald, Yvonne nominated, Sally seconded
Vice chair	Sally Czerwik, Lynzi nominated, Denise seconded
Secretary	Yvonne MacRae, Diana nominated, Krysha seconded
Treasurer	Iona Shaw, Carol-anne nominated, Sally seconded

4. Any other business

Bank accounts need to be updated. Proposal to change the High School Parent Council Account to the NWSS Parent Council account, this would aid funding applications as we need to have a bank account in the same name as the group name we are applying under. Signatories to this account also need to be updated. Request for Christina Dorrian to help with this as the only remaining signatory with current school children. Christine Mckenzie and Rebecca Ridgeway to be removed as signatories. Iona Shaw, Krysha Davis, and Denise Macdonald to be added.

Meeting close 7.30pm.

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Ordinary meeting followed immediately after AGM

1. Welcome

Denise Macdonald, newly elected chair opened the meeting.

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2. Minutes of last meeting

Approved by Iona, seconded by Carol-anne.

3. Matters arising from minutes

Staffing formulae – Yvonne MacRae submitted Freedom of Information requests to all the local authorities in Scotland to find out about teacher staffing allocations in other small secondary schools for comparison. Other secondary schools with a pupil roll of less than 100 pupils were identified in the Shetland Islands, Orkney Islands, Western Isles, Dumfries and Galloway, and Argyll and Bute. Some were junior schools up to S4. All but one school has a more generous staffing allocation, the exemption being a junior school which does not require S5-6 subjects to be taught so not comparable. The details have been shared with the management team in the hope that this might support their staffing discussions with Highland Council going forward to secure a more stable baseline staff.

4. Head Teacher's Reports

Mr Naples-Campbell thanked Mr Graeme Smart for his work at NWSS. He expressed his awareness of the issues that the school has and continues to face. Mr Naples-Campbell shared his Head Teacher's report. Information within this report has been divided amongst the appropriate headings below. The report was received positively by all parents present. He also shared the new Learning & Teaching Policy for the High School and his proposed curriculum rationale moving forward.

Pupil attendance has improved with all pupils attending school this week – well done all!

Staffing

- Aileen MacDonald is on a secondment as Acting Head Teacher for Achiltibuie and Lochinver Primary School cluster.
- Staffing levels are good.
- No advertised posts.
- Extra PSA hours from our PEF plan and they were allocated to PSAs currently employed.

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- Gail Ross has informed me she is planning to retire however Murdette Price Davies is currently doing the role to support the ASN dept. (Parent Council will support a community collection for a gift for Gail Ross as a thank you for her long service to the NWSS group.)
- C MacLean joined us at the start of the term to teach Gaelic on a 0.2 contract

Professional Development of Staff

- We have looked at our curriculum rationale and the need for it to be updated and relevant – curriculum rationale document explains the proposed new curriculum structure and content. (This was discussed and received positively by the Parent Council.)
- There's been an authority focus on Learning and Teaching and what that should look like in our schools. Draft Learning and Teaching policy.
- Middle Leaders – focus on their role and the standards from the GTCS
- We have two working groups this year to help support our School Improvement Plan – one is on rights respecting schools and the other is looking at our place within the local community. I will be inviting interests from parents who may wish to join that working group to help with our school improvement plan.

School Ethos

- SLT Staff Drop in and visibility around the school
- Weekly staff bulletin email across the whole campus
- Assemblies – One per month. First one focused on Respect and the second on Community
- Attendance – implemented the Highland attendance policy and this week we have had 100% attendance
- Head Teacher Drop in Sessions for Parents have started. This will continue once a month
- Trips – Hamden Trip. Shegra with English, Science field trips, Football tournament, and Culloden Battle Field next week and with Sunshine on Leith happening tonight.
- Aspiration is playing a big part in our discussions with students this academic year – young people need to start taking a lead in their own learning.
- Pupil Council has been discussed with a thought to make it wider across the campus (currently just open to P7-S6) but making it a pupil parliament to help with pupil empowerment and open to P1 – S6
- Two students will be selected to attend the Lessons from Auschwitz project later this year. (Since meeting it has been announced that Harvey Macdonald, S5, and Keira Czerwik, S6, will be attending. Well done both!)

Curricular:

- We have introduced Travel and Tourism to S1 and S2
- We have introduced Humanitarian Education across all year groups
- Gaelic has been introduced for the BGE
- Staff have backed the move to a 2+2+2 model. (Shared S1/2 classes, S3/4 classes and shared S5/6 classes.)

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- Wider Achievement wise – Paddle Boarding club has started and has been a huge success, Annie auditions are about to happen and the Big Blue Box and Highlife Highland continuing to support our young people.
- Attainment at SQA wasn't great and we had no students achieve 5@5 or 6@6 however I feel we are on an important journey in not only our curriculum but staff and pupil development.

Other:

- Paula and her team completed the ScotXEd census for the campus which is a huge amount of work.
- Had a very exciting meeting with GeoPark and John Muir Award about how they can support us in delivering our curriculum moving forward.
- I've met with the 2045 group about how we can work together to enhance our opportunities here at the campus and I'm excited about the future we can share as we work together to engage pupils, parents and the wider community at our campus.

5. Nurseries

a. Durness

Everyone is delighted to have Gladys join the nursery.

b. Kinlochbervie

KL B Nursery is closed at the moment due to lack of numbers so the community building that was being used has been handed back for the time being.

c. Scourie

Scourie nursery works is at Amber just now and we are just awaiting the bid to be sold to a contractor and then the planning application to be sent in... Once that is done then it should start. Only issue is it needs to be completed during the school holidays. Skip in place to gut the school of clutter.

6. Primary Schools

Please find Katy Lee's report for the primary schools and nurseries attached as appendix 1. This report was discussed at the meeting.

Ms Lee stressed the importance pupils getting their Free Travel Card; this will be particularly important for pupils P4 upwards who wish to stay for Highlife Highland after school activities and wish to travel home on the High School bus. Please see Seesaw app for further details or <https://freebus.scot>.

7. High School

As above in Head Teacher's report.

8. Treasurer's report

As AGM above

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9. Fundraising

Update following the meeting: Denise Macdonald was successful in her application to the Anne Duchess of Westminster small grants fund. She has been awarded £1000 to buy 30 sports tops / shorts for NWSS pupils and to help subsidise transport to football training in Bonar Bridge. Well done Denise!

10. Correspondence

Mr Graeme Smart sent an email of thanks to the Parent Council:

Please pass on my grateful thanks to the parent council for the very generous gift on my retirement. Please also pass on my best wishes to everyone in NWSS. I look forward to hearing of the many successes in the years to come.

All the best.

Graeme

11. Any other current business (AOCB)

Annie the Musical auditions will be held after the October break and is now open to all P3 to S6 pupils across the campus. The show will be held in Kinlochbervie, Scourie and Durness in June 2024.

Date of next meeting

Apologies this was not discussed at the meeting.

Proposed date and time of the next meeting:

7pm, Wednesday 8th November 2023, Durness Primary School.

Meeting close 8.40pm

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Appendix 1: Katy Lee's Primary School and ELC report

Primary

Staffing

Durness Primary : Angela Craggs

Kinlochbervie Primary : Abby Forrest, Catriona Maddocks,

Scourie Primary : Krysha Davies, Sian Curley (Catriona Maddocks Fridays)

Support for Learning : Mrs Price Davies

PSA staffing : Christine Corbett, Kerry Eastcroft, Sally Czerwick, Kathryn Barnes Miller

SMT Durness : John Naples- Campbell (Mon), Katy Lee (Tues)

Kinlochbervie : John Naples- Campbell (Thurs), Katy Lee (Mon)

Scourie : John Naples- Campbell (Tues), Katy Lee (Weds)

Active Schools

Mr Macrae is running Active School Clubs every Thursday.

P1-4 : Lunchtime club : Uni-hockey

P7 : Lunchtime club : Badminton

P4-7 : After school club (until 3:45) : Uni-hockey

Transport is available via HS buses for Durness/Scourie pupils. Please can parents apply for travel cards via link provided on Seesaw.

Mr Macrae has for P7 volunteers to train as Sports Leaders again this year...all P7 pupils have volunteered ! It will be a nice opportunity for them to develop their leadership within the school.

Childsmile : Tooth Brushing Programme

We plan to start the Childsmile toothbrushing programme again in school. The dental nurse has visited Kinlochbervie and Scourie to start the programme with class visits about toothbrushing. We hope to arrange a visit for Durness too (it is part of the north visits). This is seen as a key part of the Scottish Government's oral health programme and an important way to promote children's health in schools. The aim is to establish toothbrushing as a regular healthy habit.

NWSS Thursdays : The Thursday timetable for NWSS Primary seems to be working well.

The days are busy ! We have added Spanish lessons to the timetable this year with Mr Sisdeli. Kodaly music (P3/4) and Youth Music Initiative (P5/6) will also be on Thursdays for a couple of blocks throughout the year.

Mr Campbell has been leading monthly assemblies to support the Rights Respecting Schools programme.

P7 pupils are following HS times for break and lunch . Their timetable includes science and numeracy with high school teachers. P7 pupils are also able to visit the Big Blue Box at lunchtimes, spend time in the library or join Mr Macrae for badminton.

Newton Room visit : STEM Workshops

We are delighted that the Newton Room (STEM Science Centre, Thurso) will be visiting again in October.

P1-4 : Robotics Workshop 4th Oct 1:15pm -3:00 pm

P5-7 : Energy Workshop 5th Oct : 9 :00am -3:00 pm

Continual Assessment and Parent Meetings :As part of our continual assessment of pupils' key assessment tasks for numeracy and literacy will soon be shared on Seesaw for this term. Parents are encouraged to feedback to their child's teacher by adding comments to the

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posts.

Parent/teacher meetings will be in the week beginning 2nd October. Appointment times will soon be shared on Seesaw.

Rights Respecting Schools : Banners for our achievement in our RRS Silver award are now proudly displayed across all our settings. This school year we are going for GOLD ! To achieve Gold our schools will be assessed by one of an external advisers who will look at the whole school's rights respecting work and the impact that has been made through embedding children's rights into school life.

Children are working on a new Playground Charter with a rights focus at the moment.

Family Engagement : Primary staff regularly share teaching and learning on Seesaw. NWSS Thursday lessons are also shared for individual classes. If you have any trouble accessing this please contact Katy Lee.

Parents will soon be invited to an 'open classroom' event at their child's school too.

ELCs

Staffing

Durness : Emma Mackay, Gladys Jepkurui Kigen, Kristina Coulton

Scourie : Lynzi Montgomery, Iona Harper- Reynoldson

ELC Manager (acting) : Katy Lee

SMT Durness : John Naples- Campbell (Mon), Katy Lee (Tues)

Scourie : John Naples- Campbell (Tues), Katy Lee (Weds)

Managers Support visit to Durness and Scourie Nurseries

Both settings recently had a visit from Early Years Area Support Officers . It is worth sharing a lovely comment made by the managers after their visit.

It really was a pleasure to talk with such a dedicated staff within both of your settings who strive to do their very best for their children.

Scourie Nursery Building Work : The works are sitting with the Estates Team currently and Education have been working hard with Senior Managers to try and move these forward as soon as possible. The Estate Team are waiting for the budget to be approved for the building work to begin. This would need to be in school holidays.

In the meantime , ELC staff have worked really hard to create the best possible temporary space for the two ELC children in Scourie. This includes the outdoor play areas too.

Inservice CPD : ELC staff attended two CPD courses on the recent inservice days : Rights Respecting Schools and ELCs and ELC Planning.

Together Days : We are planning to have a nursery together day each term. The first one will be 31st October in Durness Nursery... Which just happens to be Hallowe'en so they'll be lots of Hallowe'en themed activities. Transport will be via the school car with ELC staff and travel time will be within nursery times.

Family Engagement : ELC staff regularly share learning activities on Seesaw with families. There will also be an opportunity for parents to come to a 'play and stay' session in their child's nursery. These sessions will include opportunities to discuss care plans with ELC

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staff and to see children's floor books.