

Winchburgh Academy

Parent-carer partnership

Parent council meeting

Wednesday 22<sup>nd</sup> January 2025

Attendance: J. Mitchell, C. Kerr, L. Ross, W. Irvine, J. Barrett, L Pacitti

In attendance: N. Alexander, T Nagy

Apologies: L Sillars, F. Walker, J. Baker, B. Stavert, S. Black.

Meeting started at 6.20pm.

Two students joined the meeting Alysha and Ava (House Captains).

1. Previous minutes

Previous minutes were not ready for the meeting. The current secretary expressed a wish to step down. The committee discussed the need to appoint a new secretary and a backup minutes taker to ensure minutes are produced on time.

2. Fundraising

Christmas Fair 2024 update:

The committee discussed the success of the Christmas Fair and expressed thanks to everyone who organised and supported it.

Funds raised:

- £750 in cash through tickets, raffle and tombola
- £141 lpay tickets
- £460 stalls
- Total of **£1,351** raised

Mr Mitchell noted a positive impact of the event on a wider Winchburgh community.

3. Treasurer update

£2,054 on account & £90 cash in the PCP funds.

The committee discussed a proposal for Parent Council Funds. The proposal provides background and rationale for the funds. The paper also outlines the proposed application process for funds allocation.

Mr Mitchell provided clarity on the difference between Parent Council Funds and School Funds. The current proposal is for 25% of funds raised by Parent Council to be donated to the School Funds.

The paper is to be reviewed by the committee and to be finalised and approved by the next Parent Council meeting.

#### 4. Pupil representatives update

- 21<sup>st</sup> November – parent consultation meeting regarding S4 curriculum. The event gave the school an idea of what teachers require for S4 and beyond.
- 6<sup>th</sup> December – Culture Diversity Day together with Sinclair Academy, where pupils learned about various traditions, customs and ways of life
- 9<sup>th</sup> December – Tracking reports have been issued to update parents and carers on how their young people have been doing throughout school
- 11<sup>th</sup> December – Winter Ball where young people danced the traditional Scottish Country dances.
- 18<sup>th</sup> December – Winter Concert, featuring performances from S1 pupils.
- 20<sup>th</sup> December – Winchburgh Reflection to wrap up the term

#### 5. Headteacher / Deputy head update

##### Staff Update

- N. Parker – new PSW appointed
- Mr Carter – the new CDT teacher started on 6<sup>th</sup> January
- K. McIntosh – new English teacher appointed
- Probation posts would be allowed from 2025-26 school year
- Plans for the 2025-26 school year are underway

Mr Mitchell thanked the following businesses, organisations, and individuals for donations received before Christmas. The donations were distributed within the community where they were most needed.

- Scottish Commercials - £80 cash donation
- Durrand Chauffeuring - £75 cash donation
- Owen Reynolds - £150 cash donation

- Mary Clarke, St Vincent de Paul Society - £50 Scotmid voucher
- Additional £200 Scotmid Voucher – anonymous donation

Mr Mitchell thanked the local community for cash donations towards the S2 residential trip.

School Funds – currently at £6k

## 6. AOCB

### S1 Report Cards:

The Committed noted some confusion over the track reports. Mr Mitchell proposed producing a curriculum overview document and arranging for it to be published on the school's Website.

Additionally, the committee discussed a proposal to produce a narrated PowerPoint presentation, explaining how to review and understand tracking reports. The presentation is to be shared with all parents and carers as part of a welcoming pack/event.

Mr Kerr to follow up on the progress of PSR teachers' check-ins with parents and carers.

### Hawkhill Engagement

Mr Mitchell confirmed that the future engagement would mirror the current provisions between Winchburgh Primary and Winchburgh Academy. The pupils at Hawkhill will have the same opportunity to visit and experience the academy. Further details will be provided once a Head Teacher of Hawkhill School is appointed.

A thank you from J. Mitchell for all the support to the school and for L. Ross for chairing.

Meeting end 7.40pm

Next meeting proposed date 12<sup>th</sup> March 2025