



Winchburgh Academy

Parent-carer partnership

Parent council meeting

Wednesday 27th August 2025

Attendance: J. Mitchell, C. Kerr, L. J. Ross, J. Baker, L Pacitti, N. Alexander

In attendance: A. Murdoch, Mr & Mrs Tiwari, M. McLeary.

Apologies: L Sillars, F. Walker, W. Irvine, J. Barrett, S. Black.

Meeting started at 6.20pm.

1. Previous minutes

Action to be carried forward: The committee discussed the need to appoint a new secretary and a backup minutes taker to ensure minutes are produced on time.

2. General Updates

School Uniform

Lee Pacitti conducted research on school uniform suppliers, including Logo Express, BE Uniform and Schoolwear Made Easy, and presented a comparison table that allowed the committee to review the range of various uniform suppliers. The evidence suggested that more standardised uniform ranges are more affordable but lack the unique features that Winchburgh Academy previously desired. It was agreed to include young people in future consultations to determine school requirements before engaging further with various suppliers.

AGM

Next AGM is on 10th September at 6.30pm

New members recruitment

- Current members to reach out to different groups via social media.
- School to issue a group call



- PCP representatives to attend the S1 Welcome Evening on Thursday 2nd October

3. Treasurer update

£2,109.80 on account & £90 cash in the PCP funds.

£4.25 monthly charges started earlier in the year. J. Baker and L. Ross to follow up with the bank.

Fundraising

- The Winter Fayre is scheduled on 14th November. A team is to be assembled to organise the fair. The school is to encourage contribution from young people through their curriculum activities.

4. Headteacher / Deputy head update

Positive Relationship Policy

- Winchburgh cluster welcomed Hawkhill PS
- Positive relationship policy sets a framework for the national approach, the local authority approach and the school approaches
- Parent Involvement Act 2006 – set the foundation for Parent Councils/partnerships
- Celebrating and recording success: Equality – Equity – Justice
- The 'Respect Me' website <https://www.respectme.org.uk/professionals-what-bullying/> provides useful guidance related to bullying.

Staff Update

- Mr Mitchell shared a new school structure
- Caroline Campbell joined the school as a business manager
- S. Oliver is a Pupil Support PT
- K Borthwick is a Language & Society PT
- R. King is an acting STEAM PT (C. McNally is a STEAM PT)
- PSR teachers are the first port of call for parents and carers

PSR teachers to contact/ check in with parents/carers

IT update

The IT system is still in recovery. IT support to focus on devices/applications that are critical for young people who are due to sit exams later in the year.



5. AOCB

PCP visibility

Details of PCP members, previous minutes, and schedule to be placed on the school noticeboard and duplicate on the school website.

School Funds £9,123.35

Catchment Areas

The proposal for changes to catchment areas in West Lothian was shared with all parents/carers via school emails. All parents/carers are encouraged to review and comment on the proposed changes.

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 19th November 2025