

Queensferry Community High School
 Minutes of Parent Council Meeting - 4 June 2024
 19h00 at Queensferry High School



Minutes

Present :

Parents/Carers:

Steven Budge – Co-Chair (SB), Claire Whyte – Co-Chair (CW), Morag MacLachlan (MM), Meran Crawford (MC), Emma Heath (EH), Paul Cranston (PC), and Peter Lord (PL).

Teaching Staff/Other:

Ben Lewis – Acting Head Teacher (BL), Kevin Thomas (KT) and David Flint - QDCC (DF).

Minute Taker/Clerk:

Jacky Knickelbein (JK)

Apologies:

Anne Marie Boyd (AMB), Graeme McKinley (GM), Susan Evans (SE), Mark Elder (ME), Richard Oakley (RO), Katrina Closier (KC), Rania Serifi and Lindsay Devin (LD).

1.	Welcome.	
	SB welcomed attendees to the meeting.	
2.	Apologies.	
	Apologies were noted and are listed above.	
3.	Approval of the minutes of the last meeting.	
	The Minutes of the Parent Council meeting on 13 March 2024 were approved by PL and seconded by SB.	
4.	Chair Update	
	<p><u>Action Points from Minutes dated 13 March 2024</u></p> <p><u>Action 1</u> – Consider how best to utilise Parent Council money - a smaller working group to reach a decision. Update – SB will join the school finance group & PC members will be invited to join the small working group. The meeting has been postponed until next session. (Action 1)</p> <p><u>Action 2</u> – Parent Council accounts to be shared on school website and by email in advance of each Parent Council meeting. Update – The PC accounts will be shared on an annual basis at the AGM. A recommendation was made that there is a second treasurer to assist. (Action 2)</p> <p><u>Action 3</u> – Ongoing update regarding a proposed campaign for a road crossing to be put in place for traffic management around the school. Update – No further update provided at this time. (Action 3)</p> <p><u>Action 4</u> – E-mail to all parents & carers prior to June asking for year reps for the following school year.</p>	<p>CD / SB</p> <p>SE / BL</p> <p>RO</p>

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	Update – CW to send email invitation for volunteers to join. It was recommended that social media is used as a first option for communications, with email as a second option. (Action 4)	CW
5.	Treasurer’s Report	
	<ul style="list-style-type: none"> The QHS Parent Council bank account balance as at 25th of May 2024 is £2 050.23 as per the bank statement provided by SE on 25th of May 2024. The balance is to be brought forward to the next year. 	SE
6.	Head Teacher’s Report	
	<p>The School aims to be the school of choice for the highest quality teaching staff.</p> <p>General:</p> <ul style="list-style-type: none"> Broad banding will be introduced in Maths classes to support young people to maximise their attainment. The Applications of Maths offering will be at National 5 level, with the intention of introducing a Higher Applications of Maths the following year. 	BL
7.	PC Reps Update	
7.1	<u>Locality Meeting</u> No update.	
7.2	<u>PSA:</u> No update.	
	<u>SB Cluster:</u> No updates.	
8.	Community Council Update	
	<ul style="list-style-type: none"> New development will be revamped near the walled garden, particularly the roads. No progress regarding the High Street. Recommendation that the PC is represented at the next Edinburgh Council meeting during the school holiday. Catchment primary school subscriptions: <ul style="list-style-type: none"> Queensferry Primary: full St Margaret’s Primary: no updates Dalmeny Primary: no updates <p><u>Cluster Group:</u> No update.</p>	

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	<u>Youth Provision - Open Hours Programme:</u> No update.	
9.	AOCB (Any other competent business)	
	<p>Discussion points raised were:</p> <ul style="list-style-type: none"> • Requests were made for converting some of the mixed gender toilets to single gender toilets, while still maintaining some of the toilets as mixed gender toilets. Currently, there are two sets of toilets with individual cubicles and communal sinks on each floor. Ground floor toilets are designated male or female only. Young people are encouraged to report any toilet areas which may need additional cleaning. KT & BL to revert. (Action 5) • Sexual Health is available on Tuesdays during lunch time, under the Healthy Respect NHS programme. • Guidance offering study skills for students was discussed. Live & Learn have provided support to the students. BL & KT will revert regarding an offering possibly through the PSE classes, possibly to include senior students as mentors. (Action 6) • Enhanced support base is being reviewed for enhancement. The focus will be on offering a suite of options, rather than streaming young people into support groups. KT to revert. (Action 7) 	<p>KT & BL</p> <p>BL & KT</p> <p>KT</p>
11.	Date of next meeting	
	The next PC meeting will be an AGM held on 27 th of August 2024. The following PC meeting will take place on the 24 th of September 2024.	All

ACTION LIST

1.	CD /SB	SB will join the school finance group & PC members will be invited to join the small working group. The meeting has been postponed towards the end of June.
2.	SE / BL	The PC accounts will be shared on an annual basis at the AGM. A recommendation was made that there is a second treasurer to assist.
3.	RO	Ongoing update regarding a proposed campaign for a road crossing to be put in place for traffic management around the school.
4.	CW	CW to send email invitation for volunteers to join. It was recommended that social media is used as a first option for communications, with email as a second option.
5.	BL / KT	Requests were made for converting some of the mixed gender toilets to single gender toilets, while still maintaining some of the toilets as mixed gender toilets.
6.	BL / KT	Guidance offering study skills for students, possibly through the PSE classes or senior student mentoring.
7.	KT	Enhanced support base is being reviewed for enhancement.