

## Dalkeith High School Parent Council Meeting

24 April 2018

7pm Art Department

**Present:** Allyson Dobson (AD), Phil Bowen (PB), Marianne Flockhart, Julie Darling, Nicola Johnson, Mary McLeod, Caroline Pearson, Diane Hedlund, Alison Binns, Sean Gordon

**Apologies:** Stephanie Heasman, Craig Knight, Pauline Dickson

### Previous Actions

2017-02	Complete
2017-03	An outside area has been identified but currently has bike racks on it. Discussions regarding which racks need to remain are ongoing.
2017-04	Water fountains are in place however, there are some issues with robustness (leaking). Payment will be made after snagging is complete.
2017-07	PB has been in contact with Joyce Bain regarding school tweets being added to Facebook page, however, it's not straightforward due to data and GDPR issues. Midlothian Council will confirm the position.
2018-01	Homework app – this is also impacted by GDPR. Midlothian Council is looking into it.
2018-02	Plasma TV is now in place and waiting for content to be added.

The high level of BAM costs (compared with costs other Midlothian schools have to pay) was discussed and it was suggested that it might be worth the PC getting in touch with Midlothian Council. PB will contact a councillor. **Action 2018-03**

### DHS Identity

The school is fortunate to have two graphic designers on the staff. They would like to take a look at the school identity with a view to streamlining and simplifying it. Ideas are being put together and will be presented to the Parent Council and Pupil Voice.

### HMIE Inspection Feedback

The full report has yet to be issued but AD wanted to provide feedback to the Parent Council. A draft summary of the report has been passed to the school so that it can be checked for accuracy. Comments have been passed back and AD is expecting to receive a publication date shortly.

AD commented that she is pleased with the overall evaluation. She highlighted the following points:

#### Strengths

- Leadership
- Dedication of staff
- Rich curriculum
- Wider achievement opportunities

#### Next steps

- Teachers to continue to moderate benchmarks
- Evaluate changes made to the curriculum
- Bring together restorative approach and positive behaviour policy
- Ensure wellbeing systems and procedures are in place and co-ordinated

AD pointed out that the school has already been working on these points for some time. AD and the Parent Council were pleased to see that Dalkeith High school has been ranked as the top school in Midlothian, and in the top third in Scotland, in Scottish state school rankings.

### **Expressive Arts Department**

The Expressive Arts department came out very well in the inspection summary. Sean Gordon came along to explain what the department is doing right and how they can extend that to other departments and hopefully replicate the success.

Here are some of the positive features:

- Good relationships within the faculty with a variety of personalities
- Good restorative approach – creating positive conversations with pupils
- Shared, consistent vision
- Making good use of meetings
- Using staff strengths and allowing them to take ownership of their subjects
- Collegiality
- Quality of BG courses (drama, music art)
- Outward looking – share knowledge with other schools

### **Staffing Update**

Steve Kelly is retiring and AD asked if the Parent Council would like to mark his contribution to the school. DH said she would put out a communication and organise a collection. **Action 2018-06**

Gail Preston, currently Depute Head for Learning and Teaching, will be taking over the Depute for Pupil Support, and also will be joining the Head Teacher programme, 'Into Headship'. Sean Gordon will then be acting Depute for Learning and Teaching.

Mr Kelly's position has been advertised and longleat interviews will be taking place on 23 May 2018 with shortleat interviews on 30 May 2018. Three parent representatives are needed for the shortleat interviews, (Caroline will be attending). **Action 2018-07**

Appointments have been made in English, Maths, Drama and Science. Positions are still to be filled in Languages and Maths, and the Complex Needs base also needs a principle teacher.

Julie Darling wanted to say thank you to staff for all the Maths master classes that have been organised, and everyone appreciates all the extra master classes that are being put on for the exams.

### **PTA update**

Diane handed over some football scratchcards for possible sale.

A bag pack has been organised in June with Morrisons. AD suggested that this could be turned into a House competition.

Diane is also continuing to look into possible funding applications e.g. from Edinburgh Airport.

**Update 25/04/2018** - £343.60 was raised from the 2 tombolas before Easter.

### **AOCB**

School letters – post vs electronic. Alison Binns asked if the school operated separate contact lists in line with their contact preference. AD advised some letters are posted to ensure they do reach home, however, they try to cut down costs by posting more than one communication together. It was suggested that contact preferences could be gathered on the census form. **Action 2018-08**

School toilets – pupils have to spend considerable time trying to find an open toilet, and they are not always well stocked with toilet paper etc.

AD advised that as there had been no recent issues with vandalism she had asked BAM to unlock all toilets. AD will check that this has been done. **Action 2018-09**

**Update 25/04/2018** – BAM have been reminded to unlock toilets.

Hot meals – there is a perception among some pupils that there are fewer hot meal options available – more queuing for fewer meals. AD will raise with catering staff. **Action 2018-10**

Guidance teachers – they do not always seem to be aware of all current updates/news and are not always available. For example S1 buddying opportunity information was not passed out to all pupils and some guidance teachers weren't aware. AD to investigate **Action 2018-11**

Tannoy announcements – are they repeated or posted anywhere? Can't always hear them of if not in school that day the message is missed. AD confirmed these will go onto the plasma screen and it was asked if they could also be posted on the website, or have a physical bulletin board.

It was also asked if dress down days could be communicated more clearly. AD suggested dress down days could always be on the last Friday of the month and they could be added to the calendar at the start of the session. The specific cause for the fundraising could be decided nearer the time. **Action 2018-04**

**Update 25/04/2018** – AD and Joyce Bain has confirmed daily announcements have been added to the website under the 'News' dropdown menu as 'Daily Bulletins', and will be on the plasma screen when it's ready.

The next dress down day is confirmed as 1 June as this is the last Friday before the start of the new timetable. Future days will be added to the events timetable.

### Parent Council Meeting Dates 2017/2018

29 May 2018

#### Actions

Ref	Action	Owner	Date Raised	Comments
2017-02	Pupil Voice to investigate and detail what PE equipment is needed	PV/Gail Preston	26/09/2017	14/11/2017 – carried forward 23/01/2018 – information emailed to PTA <b>COMPLETE</b>
2017-03	Investigate with BAM what can be done to accommodate outdoor sheltered area	Allyson Dobson	26/09/2017	14/11/2017 – carried forward 23/01/2018 – shared area permission obtained and change notice passed to BAM 24/04/2018 – area identified but bike racks to be moved
2017-04	Investigate with BAM options for water fountains to fill bottles	Allyson Dobson	26/09/2017	14/11/2017 - carried forward 23/01/2018 – shared area permission obtained and change notice passed to BAM 24/04/2018 – water fountains installed but issues with leaking

2017-07	Speak with Joyce Bain to enable school tweets to be posted on PTC/PTA Facebook page	Phil Bowen	26/09/2017	14/11/2017 – carried forward 23/01/2018 – carried forward 24/04/2018 – Midlothian council to confirm position re data
2018-01	Investigate possibility of homework/messaging app	Allyson Dobson	23/11/2018	23/01/2018 - AD is looking at a couple of apps 24/04/2018 – Midlothian council to confirm position re data
2018-02	Plasma TV	Allyson Dobson	23/01/2018	23/01/2018 - A change notice has been passed to BAM 24/04/2018 – TV in place and content to be decided
2018-03	BAM costs – contact council re inconsistent costs for schools in Midlothian	Phil Bowen	24/04/2018	
2018-04	Tannoy announcements to be added to website	Allyson Dobson	24/04/2018	25/04/2018 – Daily Bulletins have been added to the website under ‘News’ <b>COMPLETE</b>
2018-05	Dress down days – to be added to calendar at start of session	Allyson Dobson	24/04/2018	25/04/2018 – next dress down day is 1 June.
2018-06	Collection to be organised for Mr Kelly	Diane Hedlund	24/04/2018	25/04/2018 – DH has added message to FaceBook and email sent to parent council requesting contributions
2018-07	Two parent reps needed for shortleat interview	Marianne Flockhart	24/04/2018	
2018-08	Communication preference to be added to census form	Allyson Dobson	24/04/2018	
2018-09	Toilets to be opened	Allyson Dobson	24/04/2018	
2018-10	Hot meal availability to be checked	Allyson Dobson	24/04/2018	
2018-11	Ensure guidance teachers are up to date	Allyson Dobson	24/04/2018	