



Kinross High School Parent Council  
Kinross High School  
Loch Leven Community Campus  
Muir  
Kinross  
KY13 8FQ

**Kinross High School Parent Council  
Tuesday 6th December 2022**

**Attendance**

George Cobb (chair)  
Graham Cox (vice chair)  
Brendon Ferrier  
Robert Thompson  
Christina Smith  
Katherine Wallace  
Juliun Smith  
Ann Marie Neave  
Sharon O'Kane  
Christine Sellars  
Corran Beban  
Angus Fotheringhame  
Eithne Middleton  
Malcolm Thomson  
Fiona Eastop  
Kirsten Kinninmonth  
Michelle Robertson  
Laura Paterson  
Euan Paterson  
Fiona McGuire  
Nikki Castley  
Euan Pirie  
  
Sarah Brown (Headteacher)  
Graham Henderson (Deputy Headteacher)  
Scott Urquhart (Teacher Representative)  
Graham Armstrong (Teacher Representative)

**Apologies**

Fiona Brand  
Nigel Robinson  
Louisa Robinson  
Lisa O'Hare  
Gary Widley  
Alexa Mewse  
Kathryn Neill  
Nicola Hearnden (Vice Chair)  
Lorraine Holdsworth (Treasurer)

**Minutes**

**1. Welcome, introductions and apologies**

George welcomed everyone to the meeting and introduced the parent council office bearers to the meeting. Apologies were received prior to the meeting and are noted above.

**2. Review of previous minutes**

Action 2 had been completed prior to the meeting.  
All other actions were to be completed by a future meeting. .

Minutes agreed: Proposed by Anne Marie Neave, Seconded by Eithne Middleton.

GC discussed some basic statistics as part of KHS Parent Council Dashboard - Slides attached as appendix to the meeting minutes.

### 3. Head Teachers Report / Developing Young workforce coordinator

Sarah Brown (SB) discussed the recent VSE inspection that was carried out by Education and Child Services (ECS) which is part of the Perth and Kinross Council (PKC) and supported by other SLT members from other High Schools in PKC area. An overview of the background of the inspection was provided and what had been covered in the 2 days (Thursday / Friday).

GC confirmed that the KHS PC were also asked for their views.

Initial results were positive but an action was taken to allow SB to present the full results when the report is published, expected date January 2023.

**Action: SB to attend a future meeting to present the outcome of the VSE inspection.**

SB provided an overview of other key developments in the school. Key update is that Mr Bain will be seconded for a period next year.

SB powerpoint will be made available through the facebook page, copies can be requested directly from parent council email ( [kinrosshsparentcouncil@gmail.com](mailto:kinrosshsparentcouncil@gmail.com) ).

### 4. School Improvement Plan

An overview was given of the final elements of the School Improvement Plan (SIP) - <https://www.kinrosshighschool.org.uk/about-us/school-improvement/>

Graham Henderson (GH) (Deputy Headteacher) provided an overview of the KHS Learning and Teaching improvement priority. It covers a multi-step journey towards ensuring that there is a consistent high quality teaching across the school. It continues to look at lesson structures including how to activate learning at the start of lessons, engage students during lessons and therefore embed learning at the end of lessons. A robust series of evaluations and visits is being deployed and it will look at implementing best practice across all subjects. GH took the opportunity to engage all attendees on the topic of Home Learning and has encouraged parents/guardians to join a specific focus group. (Details are provided on the PC Facebook page).

### 5. Planning for future meetings 2023

See details below:

Date of Meeting	Draft agenda Items	Owner
Tuesday 17 January 2023	<ul style="list-style-type: none"><li>• PKC Budget Update</li><li>• December Focus Group feedback – SLT</li><li>• ECS presentation to Parent Council</li></ul>	<ul style="list-style-type: none"><li>• Councillors</li><li>• SLT</li><li>• PKC</li></ul>
Tuesday 7 March 2023	<ul style="list-style-type: none"><li>• Workshop on purpose of KHS Parent Council</li><li>• School Captains</li></ul>	<ul style="list-style-type: none"><li>• PC Office Bearers</li><li>• School Captains</li></ul>
Tuesday 25 April 2023	<ul style="list-style-type: none"><li>• Programme of fundraising / Causes</li></ul>	<ul style="list-style-type: none"><li>• Lorraine Holdsworth</li></ul>
Tuesday 6 June 2023 (AGM)	<ul style="list-style-type: none"><li>• Election of Office Bearers</li><li>• Planning for 2023/24</li></ul>	<ul style="list-style-type: none"><li>• PC Office Bearers</li></ul>

The list of proposed future meeting dates as well as topics was opened for comment. All present agreed on the dates and the topics with the exception of 2 participants that suggested that the discussion on the role of PC be moved to January instead of March. To avoid ambiguity, it was highlighted that the role of the PC was enshrined in statute and that the aim of the March meeting was not to discuss the generic role of the PC but rather to look

at specific topics/themes where it could best apply its resources/support. With the changeover in PC office bearers, it was proposed for the meeting to remain in March in order to better understand the requirements and the PC resources (ideally giving the PC time to gain new volunteers).

**Action: For the January meeting to ask ECS to provide an overview of the aim of the parent council in a short presentation so that the discussion for the March meeting would be very clear.**

**Action: KHS Office bearers to look at the structure of the workshop of March meeting to ensure that it meets the objectives.**

**Action: To clarify what was the requirement on Mr Baxby as exam timetabling was not correct.**

## **6. Questions from parent body:**

SB, on behalf of KHS, responded in advance to all questions. A copy of the reply is attached with the minutes.

By exception the only contentious issue was that of Qu 3.2.

Qu 3.2 : When children go outside for lunch, they are not able to get back into the building until the bell. Can the rationale please be explained, and what if the weather changes or they need the toilet.

SB Answer : This is not the practice within the school.

A follow up was asked 'Can the original rationale please be explained?'. SB responded that the rationale was CV19 health protection measures. This led to a further follow up question of 'If CV19 health protection measures were lifted at the start of the term (mid-Aug), when did the doors stop being locked at lunchtime?'. SB responded 'towards the start of the term as we trailed new lunch and break arrangements'.

NOTE - A Pupil Bulletin was released a few days prior to the PC Meeting on 6th Dec. This communicated that the doors are unlocked at lunchtime.

KHS SLT answered the questions that were received from the parent body ahead of the meeting. The written responses will be made available through the facebook page, copies can be requested directly from parent council email ( [kinrosshsparentcouncil@gmail.com](mailto:kinrosshsparentcouncil@gmail.com) ).

## **7. Safety: 2 topics**

It was brought to the meeting's attention that KHS had the second highest recorded rates of bullying within Perth and Kinross. A discussion then ensued which included the view that this could be about consistency of recording across PKC schools. There was no conclusion to the discussion. Additionally, the issue of repeated incorrect 'non-attendance' texts was raised but again no consensus was reached after a short discussion..

## **8. Close of meeting**

Meeting closed at 9:10pm

Date of next meeting: **Tuesday 17<sup>th</sup> January**