



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

**Kinross High School Parent Council Ordinary Meeting**  
**Tuesday 4<sup>th</sup> June 2024**  
**7.15pm-9.00pm**

**Record of Meeting<sup>1</sup>**

Attendees: Euan Pirie (Chair), George Reid (Treasurer), Sarah Brown (Headteacher/HT), E Kirkham, V Lockhart, F Brand, L Johnston, S Jarvis, N Carmichael, L Inskip, S Allan, M Gibb, L Prentice, Cllr Cuthbert, K Wallace

Apologies: S Pirie, AM Neave, E Blackburn. F Eastop.

	Item	Outcome																				
1	<b>Welcome/ Introduction s/Apologies</b>	Chair welcomed all. Introduced Chair, Treasurer, Headteacher and Cllr Cuthbert.																				
2	<b>Corrections/ accept of minutes 16th Apr 24</b>	None																				
3	<b>Chair Update/Action/Annual Report</b>	See attached Chair annual report Action Update-Discussions with PKC ongoing re- KHSPC School improvement planning consultation.																				
4	<b>Finance Update-Treasurer</b>	<table border="1"> <tr> <td colspan="2">Admin Account</td> </tr> <tr> <td><b>Account Summary</b></td> <td style="text-align: right;">£</td> </tr> <tr> <td>Opening Balance @ 1 July 2023</td> <td style="text-align: right;">2,523</td> </tr> <tr> <td>Funding Contribution from PKC</td> <td style="text-align: right;">749</td> </tr> <tr> <td>Bank interest</td> <td style="text-align: right;">40</td> </tr> <tr> <td>Contribution to 2024 Funding Round</td> <td style="text-align: right;">(2,500)</td> </tr> <tr> <td>Administrative Costs</td> <td style="text-align: right;">(50)</td> </tr> <tr> <td><b>Closing balance @ 31 May 2024</b></td> <td style="text-align: right;"><b>762</b></td> </tr> <tr> <td colspan="2">Fundraising Account</td> </tr> <tr> <td><b>Account Summary</b></td> <td style="text-align: right;">£</td> </tr> </table>	Admin Account		<b>Account Summary</b>	£	Opening Balance @ 1 July 2023	2,523	Funding Contribution from PKC	749	Bank interest	40	Contribution to 2024 Funding Round	(2,500)	Administrative Costs	(50)	<b>Closing balance @ 31 May 2024</b>	<b>762</b>	Fundraising Account		<b>Account Summary</b>	£
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<sup>1</sup> Draft and subject to any corrections that may be noted at the September meeting.

		Opening Balance @ 1 July 2023	6,585	
		Bank interest	110	
		Blazer sales	2,337	
		Rachel House gift (Books)	(100)	
		2024 Funding Round	(7,611)	
		<b>Closing balance @ 31 May 2024</b>	<b>1,321</b>	
<b>5</b>	<b>Actions from the last meeting</b>	<p><b>Vaping monitors</b> HT – Raised possibility with wider team and waiting on feedback. To have a walk around school with a member of the contracts next week. Chair understands difficulties with PFI schools and costs involved. HT stated PFI schools do have positive benefits in terms of ongoing repairs not being paid from school budget. Cllr Cuthbert offered support if required.</p> <p><b>KHSPC Survey</b> Survey complete and will be analysed over holidays. Trends and themes will be gathered and provided to school at the start of the academic session.</p> <p><b>PKC Team Licence</b> The screen in ICT suite is active and can record. Attendees would be named on screen but can choose to switch off cameras and mics. Meetings could be recorded to share but this requires consent which is difficult.</p> <p>Points considered were: Who controls it? How to get consent to share from attendees if you do record? Will this put parents off attending? Will it stifle open debate? Does it need to be recorded?</p> <p><b>ASN Parent Forum Focus Meeting 21 May-Update -Fiona Brand</b></p> <p><b>Child Inclusion Research into Curriculum Learning and Education (CIRCLE)</b> Approach used by PKC schools for universal inclusive practice.</p> <p><b>Staged intervention Framework</b> Description of staged approach to support. Question asked re- where part time timetables sit within framework and the planning required to return to full time. Parents gave positive feedback on being provided written information and hope for consistency of experience for families across PKC.</p> <p>Discussions included assessment processes, named person (PKC confirmed this is still voluntary), timeframes for Young Persons Plan</p>		

		<p>meetings, child's entitlement to view their records. A question was raised whether CYPP should be provided for every child identified with additional support needs and an example given of pupils working in support bases without them. PKC stated this should never be the case with at least one plan to record support to be implemented.</p> <p><b>Parental Involvement and Support</b></p> <p>Parents asked what support is available, what they have a right to request and what parents are entitled to when securing support for their young people.</p> <p>Conversation around how lonely it can be for ASN parents within high school settings and how support can be structured for them.</p> <p>HT- KHS worked with the local management group and partners and ran an ASN marketplace so parents could meet partners working with ASN pupils. There are plans to run this again. The school is relaunching its website and can look to put something within the website to make sure the links shared at this event feature there. Part of what KHS were trying to achieve with the marketplace was to show the parents continuity of support and how that support looks in secondary school. The event was well attended.</p> <p>A parent requested information on how KHSPC share details with future parents.</p> <p>Chair- We are sharing our links to cluster primary schools via email. A member is actively making KPS parents aware via Facebook and has been adding members, many thanks to her. I would ask all members to encourage future parents to join KHSPC. We also have a table at the cluster event this week.</p> <p>We share information on KHSPC Facebook page. The Facebook group is moderated to allow issues to be raised constructively and share positive news. We recognise the work the admin team do to maintain the standard of the page.</p>
6	<b>Discussions</b>	<p>Before starting, the Chair verified with HT policies exist at both PKC and school level. While parent issues raised recently with KHSPC all appear policy related, there are limits to the representations that can be made regarding PKC policies to implement change. It was confirmed the mobile phone policy is a school policy.</p> <p><b>Technologies Charter/ Mobile phone policy</b></p> <p>Chair-The policy was shared with ordinary members, and we will establish if this requires consultation following debate.</p> <p>HT-the school can support a parent consultation group and provide a member of the school staff which would allow school to establish</p>

information on constraints within the current policy. HT perception from the last meeting was the mobile phone policy was deemed sensible. Consultation would have to go out via the group call system to reach all parents.

Forum views shared included:

-for ASN pupils in particular, phones can be a security, anxiety reduction, direct line of understanding if unsure of word or context, link to home, link to friendships that reduce eye contact or separation in school, memory holder, personal reminder, timetable and map finder. Will require planning meetings to adjust support if the policy outcome means a change or removal of support for a pupil.

- for all pupils, phones are a way of contacting home when upset meaning staff do not have to deal with this.

-concerns where ASN pupils allowed to use their phone as a tool as this highlight's pupil differences, but it is recognised laptops do this too.

-Statistics show mobile phone use in classrooms is disruptive to users and others.

-Apps, games on phones can be a distraction.

-Careful teacher planning can provide for all resources on google classroom removing the requirement for phone technology in class.

-Issues where pupil had to go and collect a laptop from pupil support meaning time taken from class. Parent asked if it can be looked at to place a bank of laptops in class which would be proactive and meet the needs of the individual pupils

Planning should be extended to make sure that the required number of laptops are ready in the room for each lesson.

- Issue with pupils taking videos and sharing with the wider public on social media.

-Pressure on pupil to have phone working to be able to use in class, don't always hold charge for a full day.

- If these are removed as educational tools where there are not enough laptops for children this could create an added issue.

-Some schools have one laptop per pupil, KHS do not.

-Where pupils are asked to bring their own laptops, this creates a poverty divide. If it is an education tool it is a school responsibility. In terms of equality of this should be avoided or creates division.

- security is an issue and we should all work together to keep pupils safe.

-whether we like it or not, phones are a tool used by the young generation and they will be impacted by removing or restricting these.

-there should be a full parent and a full pupil consultation on this to cover the needs of both ASN pupils and non ASN pupils.

HT- There is a bank of laptops in pupil support. Teachers can book laptops via the laptop safes. A school analysis a couple of years ago showed a

		<p>ratio of 1:2 devices available for pupils so the school is well served with laptops. We need to make sure people are proactive in planning for pupil needs. We have a digital person looking to promote to parents the ability of the pupil to bring their own device which will have particular benefit to Advanced Higher pupils. There was an upgrade to the Wi-Fi a year or so ago which is generally good. It would always be nice to have more but we have to factor in replacement of stock too.</p> <p>Cllr Cuthbert-The Scottish government laptop policy has halted within the last year.</p> <p>Chair thanked all for personal experiences and openness of debate. It is a complex issue, requiring education consultation. Parent views are helpful in scoping a consultation..</p> <p>The late policy and demerits discussions have been moved to the September meeting due to time constraints.</p>
7	<b>Any other business</b>	<p>Raffle prizes collected by the Fundraising group but the event did not go ahead, Looking to provide in kind to Mrs Cairney as a starter fund for the coffee machine.</p> <p>Question raised on whether school could take prizes gathered for KHSPC for school's benefit and this needs established. The Fundraising group have passed information to Mrs Hamilton from potential fund providing. EK willing to work with Mrs Cairney to submit funding applications via KHSPC which may be more successful than a school application, but a wider benefit case needs to be established first.</p> <p>Chair -KHSPC should consider smaller fundraisers to coincide with attended events at school. KHSPC could see the benefit to the school of providing the activities a coffee machine would allow for.</p> <p>The Chair shared KHSPC view and HT agreed that the provision of such a coffee machine was a big task to undertake.</p>
8	<b>Actions from meeting</b>	<p>Action-KHSPC to vote on continuing with contributions to Kinross Newsletter.</p> <p>Action-KHSPC to contact all catchment primaries to share KHSPC details</p> <p>Action-Chair to update on PKC discussions.</p> <p>Action-HT to follow up on vaping monitors with feedback from wider team and member of contracts team visit.</p> <p>Action-HT to investigate sharing links from the ASN marketplace on KHS website.</p>
9	<b>Close</b>	<p>The next meeting will be our AGM on 10<sup>th</sup> September.</p> <p>There will be the election of office bearers and ordinary members for 2024/5. Anyone wishing to be considered please submit your name to KHSPC via email by the end of August.</p>

		<p>The next meeting will also cover the discussion on school improvement planning requested by the HT and agreed for the September meeting, and HT annual report.</p> <p>Chair thanked everyone for coming and wished everyone a good holiday.</p>
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