



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

**Kinross High School Parent Council  
Tuesday 1st November 2022**

**Attendance**

George Cobb (chair)  
Graham Cox (vice chair)  
Nicola Hearnden (Vice Chair)  
Lorraine Holdsworth (Treasurer)  
Lisa O'Hare  
Sharon O'Kane  
Eithne Middleton  
Fiona Eastop  
Kirsten Kinninmonth  
Ann Marie Neave  
Sylvia Flynn  
Scott Urquhart  
Julian Smith  
Louisa Robinson  
Malcolm Thomson  
Christine Sellars  
Gary Widley  
Elyse Kirkham  
Euan Pirie  
Sadie Alan  
Ed Blackburn  
Sarah Brown (Headteacher)  
Andrew Baxby (Depute Headteacher)  
Jason Bain (Depute HT)  
Izzy Scott-Trim (Clerk)

**Apologies**

Fiona Brand  
Nigel Robinson  
Jennifer Thompson  
Katherine Neill

**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**

There were no matters arising that would not already be covered by the agenda.

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

**3. Meeting Etiquette**

Nicola explained that the Parent Council would like to adopt best practice when conducting meetings. Guidance has been issued by CONNECT<sup>1</sup> - a support organisation for parent councils.

<sup>1</sup> <https://connect.scot/resources>

This would mean a few changes, most notably

- Questions – all questions to go to through the chair and not directly to individuals within the meeting
- AOB items to come in at least 48 hours before the meeting to allow a response to be collated
- Whilst situations can be raised we can not have any specific info relating to individual pupils, we have a safeguarding responsibility and issues need to remain anonymous

**Action: PC Office bearers to look through the template and bring back to a future meeting to present further info when ready to adopt**

**Action: Nicola will share links to the CONNECT documents on the facebook page prior to the next meeting (6 December)**

#### **4. Head Teacher's Report**

Sarah Brown's 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) ).

An overview was given on

- School Improvement Plan (SIP) - <https://www.kinrosshighschool.org.uk/about-us/school-improvement/>
- Benchmarking
- Evaluation of Leadership
- Improving Wellbeing

It was noted that the last time Kinross High School was inspected by Education Scotland was in 2011.

School Improvement Plan (SIP) identifies 6 priorities. 2 currently being worked on : Learning & Teaching and the School Relationships Policy.

Request from Sarah Brown – focus on increased resilience of staff – if anyone has a skill set they would like to share please get in touch.

An input on improving wellbeing and school attendance was given by Jason Bain.

A question was raised by Fiona Eastop regarding S6's in the S1 TSG classes, feedback was this was beneficial.

Questions were raised about the figures and how the school gains its feedback from pupils, a request was made for the PC to have more insight from the school as to how this is done.

**Action: feedback from SLT on how the views of pupils are gathered.**

**Action: school to allow PC office bearers access to crib sheets so these can be looked at.**

#### **5. Subgroup updates**

George updated that the 6 sub-groups are starting to come together to look at their Terms of Reference and this has been requested within the next 2 weeks. The intention is for the subgroups to feedback issues to the school – who will then investigate and communicate back.

#### **6. Planning for future meetings**

- Sarah requested Mr Henderson be invited to the next meeting
- School captain to be invited to the next meeting
- Invitation to attend to be extended again to the local elected members
- Request for the Developing Young workforce coordinator to attend next meeting

## 7. AOB

1. Blazers – Lorraine explained the situation with wholesale blazers and the decision for this to no longer be an offering from the PC. Uplifted costs for switching to retail channel was presented, and pros and cons laid out. Discussion was had around a fundraising committee to fill the gap left from no further fundraising via blazer sales.

Discussion also took place around the amount of monies in the PC bank account which could be used to support pupils in school, questions were asked about the types of things funded previously.

**Action: Lorraine to put feelers out re possible volunteers for fundraising committee**  
**Action: Lorraine to prepare a short summary to be included with the minute of meeting.**

LH blazer summary: retail prices quoted by Stevensons would mean a £5.50/£12.50 increase on current £30 PC prices. Existing stock of c.180 blazers - Stevensons would buy these back. Shortfall in fundraising of c. £520 (based on 2022) is min. target for other fundraising.

2. LGBT Petition – concerns have been raised to the PC chair about an LGBT petition where 62 signatures of young people were received. Request for feedback from the school who had been asked to look into how the LGBT community are treated within the school. Sarah fed back that 3 young people had spoken to her about the petition and on checking there had been no reported incidents of bullying. Of those young people a wellbeing check was carried out for each, checks were being done in PSE to discuss any issues within class and Andrew Baxby and Graham Henderson were keen to work with the group to develop an action plan and widen awareness in the school.

Parent feedback was that young people were not feeling listened to or heard and they would like a key person to be identified so that they could report any instances too. Sarah said this would currently be their guidance teacher, but this could be looked at.

**Action: school to look at one possible key contact person for the group**

3. Break Time Seating – Is there sufficient seating for all pupils to sit and lunchtime? No, there is currently only capacity for about 50% of the school to sit together, however the school is purchasing further seating. Question of whether split breaks worked better? Sarah fed back that is returning to how things were pre covid, however after a period of time to allow for some readjustment it would be possible to revisit this if it remains an issue.
4. Catering issues – this was raised at last meeting and some feedback was requested. Some communication issues around emails had been experienced by the school and Sarah took an action to look into this as the parent raising this had not been contacted. Tayside contracts are now asking pupils to show their young scot cards to ensure no further issues

**Action : Sarah Brown to get back to the parent concerned**

Date of next meeting: **Tuesday 6<sup>th</sup> December**

Minutes agreed: Proposed by Anne Marie Neave, Seconded by Eithne Middleton at Parent Council Meeting 6th December