



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

**Kinross High School Parent Council  
 Tuesday 25th August 2020**

Attendance	Apologies
Laura Alexander Rosemary Cameron Christina Smith Gemma Toon Catriona Culley Heather Wilkins Vicki Wilson Sarah Brown Heidi Cameron Kath Davis Cat Scott Lynsey Ewen Alison Conlon Sheena Buchanan Nicola Carmichael Gail Beban Sarah Hall Karen Dunlop	Clare Stephen

**Minutes**

<b>1. Welcome, introductions and apologies</b>	The meeting was held via Zoom with Laura as host. Apologies were received from Clare Stephen. Several new parents were welcomed.
<b>2. Review of previous minutes and actions arising</b>	The minutes for May were proposed by Catriona Culley and seconded by Christina Smith. The AGM minutes were proposed by Vicki Wilson and seconded by Gemma Toon. Actions arising: 1. Send a representative from the PC to school assemblies - on hold due to Covid restrictions. 2. Planning for a 10k run - action Laura Alexander to contact John McTaggart to kick this off again. 3. Sort out availability of homework diaries - school planners have been bought instead of school diaries and will be issued to pupils who need them. Complete. 4. Investigate auto-reply to Benarty emails - this was tested today and was working. Complete. 5. Invite Paul Rosie to the next meeting. Action Laura Alexander. 6. Would textbooks be better than on-screen learning? - this action applied to blended learning and has been overtaken by

	<p>events. Complete.</p> <p>7. Investigate responses to private comments - Google classroom private comments are now being used by teachers. Complete.</p> <p>8. Find out about forms for accounts from PKC - the forms have been received. Complete.</p> <p>9. Publicise the AGM using all-school email - complete.</p> <p>10. Pass on PKC guidance on end of year reports - complete.</p> <p>11. Check whether the auditor would accept a gift - Catriona Culley to organise this plus gifts for office staff.</p>
<p><b>3. Head Teacher's Report</b></p>	<p><b>New Staff</b>  Kenzie Wallace, Art  Sarah Burrows, Drama and Amy Duffus, Biology have returned from maternity leave.  Graham Henderson, New deputy head and head of Ochil House  Sarah Smith, Maths  KHS is recruiting for a pupil support teacher.  Mrs Burn, Social Subjects will be going on maternity leave and the school is looking for temporary maternity cover.  The school has 10 additional supply staff at the moment in case any teacher needs to self-isolate.</p> <p><b>SQA Results</b>  Over 2100 qualifications were awarded by KHS.  10% were downgraded by SQA. This has now been reversed and the new certificates will be available by mid-September.  Appeals will only be possible if there has been an administrative error.</p> <p><b>Covid Recovery Plan</b>  Guidance was received from the Scottish Government on 30 July. The priority is to keep schools open however return to school is not a return to normal. Decisions are made at school level leading to some variations between schools.  Entry to the school is controlled.  Enhanced hygiene and cleaning - normal overnight cleaning has been supplemented by enhanced daytime cleaning of areas which are touched. Deep cleaning will be carried out if required due to infection. Mitie have been going the extra mile to keep the school clean. Pupils are also involved in cleaning desks and chairs.  Those with Covid symptoms ie high temperature, new dry persistent cough or change in sense of taste/smell should self-isolate and book a test.  Contact is minimised between year groups.  Physical distancing where possible, PPE available for staff where this is not possible e.g. first aid. Teachers to maintain 2m distancing from pupils and other staff. This is marked out in class. Desks are mostly forward facing now.  Staggered breaks and entry/exit.  Seated breaks or breaks taken outside.  Food must be pre-ordered although there is provision if a pupil forgets to do this - they should speak to a member of staff.  Hot food is being re-introduced.  Longer learning periods are to reduce movement between classes. This will be reviewed in October but it is hard to see it changing in the near future. It can be an advantage - less time</p>

	<p>pressure, but some pupils don't like it. Teachers are encouraged to give pupils breaks. The school will look at whether it is possible to adjust things slightly to avoid the 'double-double' periods currently happening for senior pupils. There is an issue with some buses arriving quite a time before pupils can be admitted to the school. Action Sarah Brown to see if the pupils can stay on the bus.</p> <p>Parents have commented on crowded staircases - pupils will be reminded that there are alternative routes if they just follow the one way system.</p> <p>Some rooms cannot be used due to poor ventilation, including PE changing rooms.</p> <p>Parent meetings are all online and parent evenings will have to be online.</p> <p>Uniform is more relaxed but can now be washed at 40deg which gives more flexibility on what can be worn.</p> <p>Pupils cannot leave school at lunchtime to avoid time spent hand-washing on return (it takes ~25 minutes for the whole school to hand wash on entry).</p> <p>Face coverings will need to be worn when moving around the school from Monday 31st August. They do not need to be worn in class or when sitting eating.</p> <p>The calendar for prelims is not in place yet so dates cannot be given.</p> <p>Google classrooms will continue to be used although with teachers back full-time they have less time to put things online.</p>
<b>4. Discussion on return to school</b>	<p>This was included in item 3 above. Laura raised questions which had been sent by parents and Sarah answered those plus questions from those present.</p>
<b>5. Blazer Sales Update</b>	<p>There have been 22 requests for blazers to Gemma. The problem is that the blazers are stored in the school and the parent council does not have access to them at the moment. Action Gemma Toon to liaise with the school office to organise a method of online ordering with the school taking the money and handing over the blazer. Cheque would be the best method of payment according to our treasurer Catriona although it may be possible to use Parentpay.</p>
<b>6. Finance Update</b>	<p>Blazer account as of 30 June - £8024.43  General account as of 31 July - £1844.80  No payments pending on either.  We should receive the PKC grant in November after the accounts have been audited. Catriona now has the forms to enable this to happen.</p>
<b>7. Planning and Working Session</b>	<p>It was decided to invite the head teacher of Expressive Arts to the September meeting and either English or Maths to the November meeting plus Careers Advice. Action Laura Alexander.</p> <p>There is no head girl and boy this year so the three heads of house are to be invited to the September meeting. Action Laura Alexander</p>
<b>8. AOB</b>	<p>A parent raised the issue about over-reaction amongst pupils and parents to a pupil with a cold or a slight cough. The rule is that if a pupil has one of the three covid symptoms - dry persistent cough, high temperature or loss of taste or smell -</p>

they should stay home and book a test. They do not need to do so for cold symptoms such as a runny nose although parents should err on the side of caution. This has already been communicated to pupils and parents. Action Sarah Brown to re-emphasise this.  
Parents praised the senior management team for all their efforts.

Date of next meeting: **Tuesday 29th September**

<b>No</b>	<b>Action</b>	<b>Actionee</b>	<b>Timescale</b>
1	Send a representative from the PC to school assemblies.	Laura Alexander	On hold
2	Planning for a 10k run - Laura to contact John	Laura Alexander	29/09/20
3	Invite Paul Rosie to the next meeting.	Laura Alexander	29/09/20
4	Ask if pupils can stay on the buses if they arrive before 8.35	Sarah Brown	29/09/20
5	Agree a system for blazer sales with the school office.	Gemma Toon	29/09/20
6	Invite English or Maths heads of faculty to November meeting plus Careers Advice teacher	Laura Alexander	29/09/20
7	Invite the 3 heads of house to the September meeting	Laura Alexander	29/09/20
8	Repeat advice on when to stay at home and book a test for Covid, and when it is not necessary.	Sarah Brown	29/09/20