

# MINUTES

Forres Academy Parent Council

4<sup>th</sup> August 2020

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## In Attendance

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Jan Sinclair, Norma Matheson, Heather Hatch, Kevin Skivington, Kathleen Robertson, Mhairi Donald, Siobhan Evans, Claire Feaver

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## Apologies

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Sarah Theman, Lesley Coutts, Kath Reily

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## Approval of Minutes

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No minutes from previous meeting

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## Treasurer's Report

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Accounts were signed off in March 2020. Balance sitting at £1920.42 with no pending payments. Siobhan to check if £15 cheque given to Elizabeth Watson has been cashed ( Wordpress)

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## Head Teacher's Report

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### **Covid 19 Arrangements**

- Following announcement on news, full school day to return by the 18<sup>th</sup> August. Moray Council allocated two in service days on the 10<sup>th</sup> & 11<sup>th</sup> with schools returning on the 12<sup>th</sup> August.
- It was felt that a transition over a couple of days may have been easier for younger pupils. However those who need extra support will receive additional transitional time.
- New arrangements to include:
  - Staggered opening time at the beginning of the school day. Bused pupils will come in to school first, with 15-20 minutes between year groups thereafter.
  - At this point face coverings will be optional
  - Staff will wear facemasks if spending more than 15 minutes with a student.
  - Layout of class changed to minimise risk
  - First morning back at school to be a softer start for all young people. Discussion to centre around how the school will function and no formal timetable will be in place that day.
  - Pupils to be kept in House classes
  - Maximum of fifty pupils per group at any one time.
  - Senior buddies will meet with staff and new S1s in quadrangle and there will be lots of transitional activities for this group.
  - Normal timetable to begin Thursday.
  - Movement between classes will be different.
  - S1/S2 will potentially remain in one classroom for longer periods to limit movement
  - The risk of confusion amongst young people re social distancing rules on and off school site. However JS emphasised that SD rules will apply off site at lunchtime.
  - Transport operators to inform parents re picking up/dropping off and queuing. No consumption of food allowed on transport

- JS emphasised that checking in with and re-connecting with the students will be at the forefront of the school day.
- Information for parents and students to be issued via school app and the school web site. The parent guide will contain information on: health & safety procedures, transport, classrooms, access to school building, school uniform, curricular information and catering – which will be operating a reduced service until further notice. Information about what to do if a young person/family feels unwell is also in the guide but it will depend heavily on personal responsibility, vigilance and zero tolerance of symptoms.
  - Letter on Wednesday
  - Booklets Thursday
  - Room allocation on Monday
- Moray council have issued safety posters to be displayed throughout all schools – hygiene of utmost importance.
- Soft checks will commence on the learning the students have made during lockdown. Schools are awaiting advice from SQA re what is to happen over the school year. For Music, HE and PE there will be specific information. However PE will be outdoors and it is unlikely that HE will be practical.
- Although at this point JS explained that the school has a full compliment of teachers, the difficulty with this term was the potential for the onset of regular colds etc. Teachers not allowed to ‘soldier on like they usually do’ if they come down with a bad cough/cold

### Exam Results

- JS described the past few months as an unprecedented time for senior pupils. She thanked the staff for their hard work on the lead up to the awards. There was some good individual and departmental results. However, there are some cases for appeal and the school is determined to do what it can to improve these results through the appeal process. Senior management within the school have been provided with an appeal list from the SQA. However a young person can contact the school also.

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### Other Business

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#### Sub Groups

Continuation of discussion re these.

- **Cost of School Day Sub Group:** Kath Reily keen to focus on this. Economically it looks like Moray is going to be particularly hard hit. Child Poverty Action Group assistants possibly to attend PC meeting. Kevin Skivington currently working with Forres Area Community Group which could support the work of this sub group.
- **Fund Raising Sub Group**  
 Spending of existing money – renewal of School App. Very positive feedback from staff. Cost is £600 per annum. Money from Council (£450) could be used to help pay for this. Parent Council took a vote and agreed unanimously to pay for the school app for another year using PC funds.  
  
 Suggestion put forward that in future, Pupil council be asked about how they think PC funds should be spent.
- **Communications Sub Group**  
 To deal with : website, FB forum (admin needs updating – Karen Robertson, Norma Matheson & Heather Hatch) , WhatsApp group
- **Extra Curricular Sports group**

Sub Groups could be a potential way of drawing in more parental/grandparent support in areas where they feel they can contribute. One member of each sub group could also be a PC member and feed back to PC on the work of the sub group they are involved in. Due to the current circumstances it was agreed that we put some thinking time on this to allow a return to school.

### **AGM**

Due to be held at the end of September 21<sup>st</sup> or 28<sup>th</sup>. Date to be advertised online. Norma, having checked Forres Academy's PC constitution against the Scottish Government's information re Parent Councils suggested that the constitution needs a review. Mhairi Donald also added that a rethink on the constitution regarding signatories was required. Raised the point that dual signatories makes internet banking impossible.