



**Parent Council Meeting of Cults Academy
Monday 8th of May 2017 7-9pm**

Attendees: David Burslem (DB) Chair; Anna Muirhead (AM) Head Teacher; David Strang (DS) Depute Head; Head of Science; Tony Rafferty (TR) Vice Chair; Rachel Soplantila (RS) Vice Chair minutes; Kirstin Gove (KG); Robert Brew (RB); Jim Gauld (JG); Martin Barker (MB); Julia Crighton (JC); Gill Flett (GF); Michelle Henderson (MH); Ros Harper (RH); Nicola Henderson (NH) Charlie Love (CL) Quality Manager – Curriculum Aberdeen City Council

Apologies: Jenny Selfridge Daniel Verhamme

Agenda items	Updates and discussions	Action
1.	<p><u>Welcome and Apologies</u></p> <p>DB explained that due to the kind attendance by Charlie Love and David Strang their items would be brought forward in the agenda to make better use of time available.</p>	DB
2.	<p><u>Joint PC/PTA Facebook page – Charlie Love and Rachel Soplantila</u></p> <p>2.1 Following a brief introduction from RS, CL explained a little about the use of social media by schools.</p> <p>It was confirmed that Cults Academy had a Twitter account but this was not in use at the moment. Many schools find Twitter a preferable forum for information sharing as there are not so many opportunities for dialogue.</p> <p>CL explained that although he has been involved in setting up Facebook and the supporting arrangements for other schools and organisations, he is currently working with professionals within other education authorities to formulate a robust set of guidelines to support the positive and continuous safe implementation of Facebook pages and other social media for schools and associated groups.</p> <p>CL was unable to give definitive timescales but felt that these important measures should be available soon. Once they are ready CL be able to use them to support the PC and PTA to set up and manage an active and positive Facebook page to help keep parents involved and up to date with information and events.</p> <p>CL was thanked for his input and support.</p> <div style="border: 1px solid black; padding: 2px; margin-top: 10px;">Action: CL, RS</div>	CL RS
3.	<p><u>360 Safe David Strang</u></p> <p>3.1 360 is ongoing with its aims to equip pupils with the skills to be safe and responsible in the digital world. It incorporates a series of measures, discussions and education so that anyone in Cults Academy can use digital equipment safely and responsibly and to keep IT systems safe.</p> <p>3.1 DS explained that South West Grid for Learning templates have been used and that there is a small working group of teaching and non teaching staff including the technicians who are formulating the secure policies.</p> <p>3.2 The updated Acceptable Use Agreement was circulated and feedback from PC members was encouraged by the end of May please.</p> <p>This has been issued to all S1 pupils and they have been asked to rewrite it to ensure it is understood. A similar one will be issued to staff. A review date and process have not been confirmed yet but practical consideration in a changing digital world means that policies need to be regularly reviewed.</p> <p>3.3 Pupil online safety 24/7 was discussed and the measures used to educate the pupils to make wise</p>	DS, AM, MH DB

	<p>decisions outside of school.</p> <p>3.4 The use of mobile phones, for on-line searches in class for example is at the discretion of the teacher.</p> <p>3.5 AM explained that Mr Paul Hay from PCL Training had been invited to return to the school to support pupils, staff and parents with Internet safety talks and discussions.</p> <p>It was agreed that the PC would support the funding of this.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Action: MH, AM and DB to confirm budget and invoice arrangements.</p> </div>	
4.	<p><u>Approval of previous minutes</u></p> <p>A change to the first paragraph of the previous minutes was requested and approved.</p> <p>Minutes were otherwise approved by the committee, formally seconded by RB</p>	All
5.	<p><u>Head Teacher Report – Anna Muirhead</u></p> <p>5.1 Staffing: AM explained that Miss Ross was planning to reduce her hours to 3 days as part of a phased retirement and Mrs Bayliss would act up for the other 2 days.</p> <p>The interview for the Home Economics and English teachers would be held next week and it is hoped that with interviews for probationers to cover maternity leaves by the start of August the school will be fully staffed.</p> <p>5.2 Changes to exams: AM explained that there will be a change to the National 5 exams next year with the removal on the 3 formal unit assessments which the pupils have previously had to pass. These will be replaced by longer exams. The following year this will also apply to Higher exams.</p> <p>The D grade award for National 5 will be lowered from 45% to 40%</p> <p>There is additionally some discussion into the future about adopting successful models used elsewhere which would mean a pupil would bypass National 4 or 5 examinations and work towards a Higher exam over a period of 2 years.</p> <p>5.3 The homework survey results completed by the parents who attended the S2 and S3 Parent/Teacher evening was circulated. These will be discussed at the forthcoming Extended Management Team meeting and the outcome of this will be feedback to the next meeting.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Action: AM to update the PC with feedback from the EMT discussions regarding the homework survey.</p> </div>	AM
6.	<p><u>Communication Sub Group – Rachel Soplantila</u></p> <p>6.1 The draft 2.1 Cults Academy Communication Strategy was circulated.</p> <p>The changes requested were to section 2; 4.v. and to include the South Deeside View and Culter Courier magazines for consideration regarding articles.</p> <p>Once these changes have been made the document will be accepted.</p> <p>6.2 Items for the newsletter were discussed and these need to be submitted to AM as soon as possible.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>DB and all members to consider items for the newsletter</p> </div> <p>6.3 It was agreed that the Communication sub-Group would wait until the policies previously mentioned by CL were ready and so the group could support the implementation of the FB page.</p>	
7.	<p><u>A.O.C.B.</u></p> <p>7.1 KG asked about placement request that had been denied but AM explained that this might have been an administrative error. The school roll was briefly discussed. This is currently capped at 180 pupils per year group but it was acknowledged that the physical capacity of the school means it could increase to a maximum of 210 if necessary into the future but no more.</p>	AM

	<p><u>DATE & TIME OF NEXT MEETING</u> Next PC MEETING - Monday 5th of June which will be a joint meeting of the PC and the PTA</p> <p>Any parent or guardian of a pupil at Cults Academy is welcome to attend any Parent Council meeting.</p> <p>The Parent Council can be emailed at PCCultsAcademy@aberdeen.npfs.org.uk</p>	
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Minutes confirmed as accurate 4th September 2017