

Grove Parent Council meeting minutes

13 September 2016

1 Attendance

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|--------------------------------|---------------------|
| 1. Dawn Archibald, chairperson | 9. Carole Jenkins |
| 2. Stephen Bain | 10. Penny Lewis |
| 3. Laurie Bidwell | 11. Julie Lynch |
| 4. Andrew Canning | 12. Duncan McIntosh |
| 5. Rhona Gray | 13. Deepa Narayanan |
| 6. Ken Guild | 14. Doreen Phillips |
| 7. Graham Hutton | 15. Derek Scott |
| 8. Clare Jefferson, Clerk | 16. Sarah Simpson |

2 Apologies

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| 1. Alice Turpie | 4. Kerry Bain |
| 2. Tara Malik | 5. Fiona McIntosh |
| 3. Mary Holligan | 6. Lesley Elder |

3 Welcome

Dawn, as the new chair of the Parent Council, welcomed everyone to the meeting. Her first order of business was to thank Penny Lewis for her service to the school as Chair of the Parent Council for the past two years.

4 Minutes

There was one change mentioned. A spelling correction was required to the spelling of Marcelle in the previous minutes.

Proposed: Penny Lewis
Seconded: Stephen Bain

5 Matters arising from previous minutes

- a. Information Technology: Graham Hutton said that there had been a number of issues that hindered the use of the newly purchased ipads. The issues originate from networking requirements and band width restrictions on the DCC network. Graham had a good meeting with the Dundee City Council IT department and he is optimistic that the issues will be resolved in due course.
- b. PE Kits: Graham Hutton was asked to obtain the statistics on the uptake of the new voluntary PE kit by Grove Pupils.
- c. 33 Period week: Graham explained that the use of the 33 period week is going well across Grove Academy. The movable lunch time is giving a few problems. On the whole, pupils are finding the 50 minute time allocated to lunch a bit tight. This is compounded by the fact that the school canteen is too small to provide for 1200 pupils and Grove is fortunate to have such good proximity to the

Broughty Ferry High Street. There has not been a noticeable change in the number of late comers as a result of the new 'hard' start time of 8.45am compared to the former soft start (with tutor time).

- d. Staffing: Graham provided an overview of current staffing at Grove as follows:
- 5 staff on maternity leave
 - 2 staff pending maternity leave
 - 1 staff on sabbatical
 - 3 long term staff leave of absence

All vacancies are covered using existing staff and regular supply staff.

Furthermore, there are principal teacher appointments as follows:

- Technology
- Home Economics
- Support for Learning

There are three newly qualified teachers (NQT) employed at Grove as follows:

- Business
- Home Economics
- Drama

- e. Friends of Grove's Doors Open Day. Julie Lynch provided an overview of the Friends of Grove (FoG) activities. In the 2015/16 session, FoG has worked to promote and raise its profile. There are five people that regularly attend FoG meetings with a further five individuals who volunteer to help at events such as the serving of refreshments at the Easter and Christmas concert. In the current session 2016/17, the focus of FoG will be on improving access to the archive material and establishing linkages with the alumni (former pupils). While promoting the Doors Open Day, FoG have reached out to the community (including church groups and the Grove Parent Council) to ask people to look at the archive material and try to identify people in the photos.

On 17 September 2016, FoG are hosting a Doors Open event as part of the larger Dundee Open Doors day. The archive materials will be on display and the Fairtrade group will operate a cafe. The pupils that went to Uganda in the summer will operate a display booth. The prefects (18) will provide limited tours around the school. Julie showed the meeting the display banner FoG made for the event. Attendees at the Doors Open day will fill in a visitors log and a donation box will be available. Carole Jenkins shared her experience from Friends of the Library which found that the change in their membership from a free to a fee bearing membership actually raised membership and participation. Julie said that FoG had entered into an agreement with an advertising-folder company that would allow £1500 to be raised and the school will be provided with folders that can be used for pupil's reports.

- f. Benches. An on-going issue was the issue of fund-raising to provide Grove Academy with new benches. Louise Scullion was involved with a similar project

at Eastern Primary. It was suggested to place this item on the agenda for the next meeting.

6 Selection of school captains

A lengthy discussion was held concerning the change from the traditional appointment of a Head Girl and a Head Boy, to the appointment of two school captains. This change in appointment is a move away from gender specific roles to the appointment of the best candidate. Graham Hutton explained how the appointment of the prefect team occurs at Grove. At a S5 level, pupils are asked to self-appoint or nominate themselves to take up the role of prefects. Interested pupils complete an application form to apply. These applications are evaluated by staff and interviews occur. Once a group of prefects is appointed, the group are asked to apply for the nine senior roles which include senior prefects, vice-captains and captains. The idea of this appointment process is to replicate applying for employment, college or university. For the 2016/17 session, following the application process as described above, the two lead candidates were female and they were appointed as head captains based on merit. At a senior pupil leadership level, there are 9 posts at Grove Academy, of which 6 are held by boys and three are held by girls.

7 Rector's Report

Graham Hutton gave a report on various issues at Grove.

a. Achievement and attainment

- i. Graham handed out a summary table (dated 13/09/2016, annex 1) with the SQA Results for S4, S5, S6 attainment (as a percentage of the S4 pupil register/roll). The charts provided the number of pupils at each level (refer to annex 1).
 1. Referring to the chart on S4 attainment, Mr Hutton felt that the results in 2016 were not as good as the previous year (2015) but were similar to the results of 2014.
 2. Referring to the chart on S5 attainment, Mr Hutton explained that although the results were not as good as the previous year, they are better than was expected as generally the pupils were underperforming in that S5 group. He felt that staff had provided good support to raise the attainment amongst this S5 group.
 3. Referring to the chart on S6 attainment, it was shown that in 2016, 80% of the pupils leave Grove with one or more higher; 63% leave Grove with three or more higher; 47% leave Grove Academy with five or more higher. Furthermore, 32% of the pupils leave with one or more advanced higher and 16% leave with three or more advanced higher.

At Grove Academy, amongst the 230 pupils at a S5 level, 150 progress to the S6 level.

- ii. Collaboration with Dundee and Angus College: There are 12 pupils at the S5 level who are undertaking an 'flexile pathway' to

their future destination. The curriculum followed by these pupils entails the following:

1. Two days at Grove Academy
2. Two days at Dundee and Angus College
3. One day on apprenticeship placement

Graham said this programme is working extremely well for the pupils.

- iii. Standards and Quality Report: Annually, the Standards and Quality Report comes out in February. The next report is due in February 2017. This report gives a good indicator of how Grove Academy is performing.

b. Trips, events and speakers

- i. Pam Maclean (Biology) had led a group of pupils in presenting at the iGEM conference. The group were now being asked to present in London. Our Educational Psychologist, Polly Jones, had presented on the topic 'The Teenage Brain and Building Resilience' to parents recently. The meeting was well attended and the talk was superb.
- ii. The Uganda group went out to Uganda for five weeks in the summer. All the feedback on the trip was positive. Deepa mentioned her thanks to the school for organising this trip for pupils. She felt it make a huge impact on the pupils that attended.
- iii. At the end of last term, Grove held Celebrating Achievements for the S1 to S5 level. This was a pupil led event. The format replaces the more traditional prize giving format.
- iv. On the last day before their exams began in May, the S6 Leavers' Ceremony was held to bid farewell to these pupils. It was a super day enjoyed by everyone involved.
- v. Sustainable Development Report: Graham mentioned a vast list of activities undertaken by the Sustainable Development Group at Grove Academy. These include the following:
 1. Queen Street Mythical Meadow Garden developing, and the Queen Street garden was awarded a silver certificate in the DCC Community Garden competition
 2. Grove was awarded the best overall Garden in Dundee and a Gold Certificate in the schools' garden competition
 3. Scarecrow event was run during the Gala Week
 4. YMCA gardens are being planned
 5. Meru Beads
 6. Cyclathon
 7. Big Beach Clean
 8. Fairtrade Cafe
 9. Ragbag

More information is available in the report (annex 2).

- vi. Extended Review: The local authority inspection of Grove will occur in the week starting 19 September 2016 for three days.

- vii. Five-a-day: My Hutton continues to meet with five pupils each day. These daily discussions with pupils assist with understanding their learning experience including who inspires them, why they are inspired and how to improve teaching and learning at Grove Academy. These meetings are important to assess the quality of learning and teaching in the classroom. The 'five-a-day' is one of many tools used for assessing teaching and learning at Grove. Other tools include, for example, when parents were invited to complete an online evaluation of Grove Academy in September 2016.
- viii. Oor Wullie dress down Day: Grove raised £1100 for the RNLI bid to retain the Oor Wullie statue.
- ix. Upcoming events:
 1. Young Philanthropy Initiative
 2. Right Respect School Award
 3. Letter will be sent to senior school on SQA Expectations

8 Items for next meeting

Dawn advised that future agendas be revised with time slots to limit the length of discussions. Furthermore, it is advised that reports are submitted within 10 days of the meeting to allow time for circulation. Dawn provided a summary of the items that will be held over to the next Parent Council meeting, as follows:

1. Invite the Principal Teacher of English to the Parent Council meeting
2. Discussion on the benches
3. Update on flexible pathways (Invite Andy Creamer)
4. Report back on the Extended Review (Graham Hutton)

9 Other issues

Laurie Bidwell raised two other issues. As follows:

5. Review of the role of Parent Councils. Laurie Bidwell reminded the meeting that it had been ten years since the parent councils were introduced in Scotland. The National Parent Forum (NPF) are undertaking a review on parental involvement and parents are encouraged to complete a survey form. Penny had handed out copies of the survey in the meeting. Clare will circulate this to parents via email and Facebook.
6. The Secretary of Education is busy undertaking a review of education in Scotland. The outcome of this will highlight the area where emphasis will be placed.

10 Dates of next meeting

The dates of the next meetings are as follows:

- Tuesday 8 November 2016
- Tuesday 24 January 2017
- Tuesday 21 March 2017
- Tuesday 23 May 2017