

**Grove Parent Council meeting minutes**  
Grove Academy Staffroom, 7:00 pm, Tuesday 22 May 2018

**Attendance**

- |                           |                     |                              |
|---------------------------|---------------------|------------------------------|
| 1. Stephen Bain           | 5. Julie Lynch      | 8. Deepa Narayanan,<br>Chair |
| 2. Jim Cochrane           | 6. Duncan McIntosh  | 9. Cllr Philip Scott         |
| 3. Andy Creamer           | 7. Fiona McLaughlin |                              |
| 4. Clare Jefferson, Clerk |                     |                              |

**Item 1 Welcome**

Deepa Narayanan, a member of the Grove Parent Council, chaired the meeting. Deepa welcomed everyone and invited all attendees to introduce themselves.

**Item 2 Apologies**

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|----------------------|---------------------|---------------------|
| 1. Dawn Archibald    | 3. Taletta Jamieson | 5. Doreen Phillips  |
| 2. Cllr Craig Duncan | 4. Graham Hutton    | 6. Cllr Derek Scott |

**Item 3 Approval of the previous minutes**

Deepa guided the meeting through the minutes from the previous meeting (13 Mar 2018). There were no changes made to the previous minutes. The minutes were adopted (proposed: Stephen Bain; seconded: Jim Cochrane).

**Item 4 Matters arising from previous minutes**

The following issues were discussed as they arose from the previous minutes:

1. The issue surrounding the minimising plastic bottle use and recycling will be carried forward to the next meeting.
2. Andy Creamer gave an update on timetabling for the 2018/19 session. The timetabling is almost finalised. Grove will host senior pupils for modern languages such as French and German from St Pauls Academy, while senior Grove pupils taking Spanish will travel to St Pauls. Similarly there will be reciprocation of pupils between Grove Academy and Harris Academy. The new timetable comes into effect on Tuesday 29 May 2018.
3. Cllr Phillip Scott provided an update on the all-weather pitches at Dawson Park. He said that the installation of a 3G all weather pitch at Dawson Park is almost approved. Dundee City Council will budget for this item (estimated at £400k across the 2018/19 and 2019/20 financial year).
4. Andy Creamer will provide information on the number of people that use the My Homework App at the next meeting.
5. Grove Academy is looking at establishing a School Hardship Fund.

**Item 5 Correspondence/meetings attended**

**5.1 Correspondence**

- a. **Parking congestion at school entrance.** The Parent Council received correspondence in response to our enquiry about the congestion at the school entrance. Cllr Derek Scott wrote to Neil Gellatly, Head of Roads and Transportation about this issue. Neil Gellatly advised that should this becomes an issue for Grove Academy then the school should again contact Ewan Gourlay who previously designed options such as installing entry barriers. The Parent Council will circulate a short message to parents to caution them to avoid entering the school parking lot – especially at the start of the school day and after school as this traffic congestion as it is causing a risk by blocking the school entrance

especially to the entry of emergency vehicles. Parents should rather drop pupils further away from the school and encourage them to walk into school.

- b. **Pupil Parking and Safety Committee Meeting, Wendy Cringle, Secondary School Representative** sent an email to the Parent Council in response to our email. She says that the Pupil Parking and Safety Committee suggest that Grove Academy review its Safer Routes To School leaflet and informs the parents of the potential hazards with regard to the way some of them are parking.
- c. **Taletta Jamieson, Parental Involvement Officer**, sent an email with information for the Parent Council of the dates of upcoming meetings. Taletta also phoned Clare Jefferson to discuss options with regards to the Parent Council mailing list. The latter option will be included under item 7 on the discussion on the Parent Council database.
- d. **Julie Lynch** sent an update on the activities of **Friends of Grove (FoGA)**: Friends of Grove Academy are going to hold a Doors Open Event on Saturday the 8th September from 10am until 2pm and are planning to focus on the War Memorials in commemoration of the 100 year anniversary of the end of the First World War. FoGA are hoping to celebrate the individuals named on the War Memorials. The Parent Council will help publicise the event in order to generate interest in the sacrifice that these individuals made for their country (and others) and share their stories. Some of the parents can help provide information about the individuals, or indeed, become aware that their relative is honoured on these memorials. The memorials are in need of restoration and FoGA have begun to seek advice as to what is needed to be done and the cost. Any raised awareness could also help in raising funds to ensure that the memorials are restored and protected. The next FoGA meeting is June 12th at 6.30pm. Everybody welcome.

## 5.2 Meetings attended

Doreen Philips attended two meetings on behalf of Grove Parents Council as follows: the City Wide Meeting (27 Mar 2018 7pm) and the meeting with Paul Clancy (26 Apr 2018 7pm). The notes from these meetings were summarised. See annex 1.

## 5.3 Upcoming meetings

Grove Parent Council received an invitation to adjudicate the Youth and Philanthropy Scotland final presentations by the S2 pupils. Clare Jefferson will represent the parent council on the panel on 23 May.

## Item 6 The future of the PC and 2018/2019 office bearing roles

This discussion was carried forward to the next parent council meeting.

**Item 7 Parent Council database and the General Data Protection Regulation:** The Parent Council held a discussion on what we need to do in order to comply with the new Data protection legislation which comes into effect on 25 May 2018. It was decided that it is unnecessary for the Parent Council to hold a mailing database of parents/carers in light of the efficiency of existing school mechanisms for communicating with the wider Parent Forum. These mechanisms for communication include the use of the Grove App, the Grove Academy Website and the Parent Council twitter and Parent Council Facebook page. The Parent Council will continue to liaise with the Parent Forum by publishing meetings, agenda and minutes via the Grove App and the Grove website. Clare Jefferson will send out a last email on the mailing database before 25 May 2018 to inform members that their names will be removed from the database. This email will also provide information on the existing channels of communication.

## **Item 9 Rector's Report**

Andy Creamer, deputy head Grove Academy, presented the Rector's Report.

### **9.1 Staffing**

All three NQT's were appointed in competitive interviews to permanent posts in Business Studies, Computing and Maths. These offers are dependent on them completing their probation, which should not be an issue at all, as all three young men are very good teachers. We have currently been allotted four NQT's for next session in Physics, CDT, Music and Chemistry.

Mr Porter, PT Chemistry, is going full time as a Teacher Training Lecturer at Dundee University and will leave at the Summer holidays. Mrs O'Brien is retiring as PT Mathematics at the same time. Mrs Stirling in English is also leaving to move to a job nearer home at Stonehaven. We wish them all well for the future. All three posts are being advertised currently.

### **9.2 Achievements and events since March**

- Dundee Schools Concerts at Caird Hall with huge Grove participation
- S6 Leavers' Event passed off reasonably peacefully.
- SQA Exams currently being sat; no major issues.
- Study Leave for S4-6 until Tuesday 29 May (incl)
- New timetable constructed by Mr Creamer and his Team. This has become increasingly complex and should result in better learning pathways for all pupils.
- Young Enterprise –Ferry Flavours, won YE Tayside Company report Award.
- Emily Crawford (s3) won second prize in the City of Dundee Burgess Charity Creative Writing Competition
- Sofia Ramzan represented Scotland in the Women's Gymnastic Team at the Commonwealth Games
- Keir Robb selected as Vice captain of Scotland Under 16 Hockey Team against Wales
- Ross Hutton won the ESU National Public Speaking competition. Thomas Kobine was a runner-up in the Junior Event.
- Heather Miller and Rachael Lindsay were finalists in the Dundee Young Instrumentalist of the Year Competition.
- Dundee Dance festival – Grove teams won two 3<sup>rd</sup> places
- Chloe Pearson won National AMOPA Ecosse AH French Competition
- Three pupils who are volunteering for the Commonwealth War Graves Commission were invited to take part in the Anzac and Gallipoli Day service on the 25th April which took place at the National War Memorial in Edinburgh castle. Tabitha Kobine, Caitaidh Thomson and Colette McCourt were accompanied by John Anderson, PT History, to the service. Afterwards, they met with members of the CWGC and Legion Scotland and explained their work in researching and commemorating former pupils from Grove who fell during the Great War.
- Our S6 Engineering Project Team, led by PT CDT Jack Waghorn, won the MATE RGU Competition for a ROV (Submersible) and will go forward to the International Competition in Seattle in June. RGU will pay for 6 members of the team to go and we are looking for funding for the other 4. NCR have promised funds, along with the

Moira Stewart Trust and possibly two other Funds in the city. We wish them all the luck in the world to come back with the International Trophy.

- Tree planted in the memorial garden in memory of Morven MacKenzie.

### **9.3 Cost of the School Day**

Clare Jefferson will act as the Parent Council representative on the Cost of the School Day committee/report. Clare will liaise with Carla Barbour, Deputy Head Teacher on this issue.

### **Item 10 Any other current business**

1. Duncan McIntosh asked about whether there was a waiting list for the replacement of any vacancies on the Ski Trip. It was suggested he contact the PE department directly.

### **Item 11 Dates of next meeting**

The date of the next meeting is Tuesday 11 Sep 2018. This will comprise the AGM and the first ordinary Parent Council meeting of the 2018/19 session.

## **Annex 1:**

### **Note from City Wide Meeting 27/3/18**

1. Kenny McKeown attended (Education Officer) to discuss post school destinations, and the support given to schools to help young people move on.
  - Spoke of the various partnerships with college etc.
  - Mentioned work placements during school hols being looked at.
  - Plumbing and electrical apprenticeships all full, Early Years partly, but less than half places filled for business admin. Bringing on joinery apprenticeships this year.
  - DCC good at initial positive destinations but poor in longer term (31<sup>st</sup> out of 32 LAs) i.e. by age 19.
  - Feeling that some apprenticeships hadn't been 'sold' to young people
  - Discussion re choices for 5<sup>th</sup> and 6<sup>th</sup> year subjects carried forward to meeting with Paul Clancy.
2. Inspection – v positive report on Education Dept.
3. A discussion around best time of year/evening/venue to meet with Paul Clancy.
4. Review taking place to consider giving the 2 parent reps on the (education) committee a full vote.
5. Comms discussed. Considering opening up the City Wide meetings to any parent. Parent Blog has summaries of meetings parents attend.
6. Mention of lot of movement re parking but not in any detail - mainly safer routes to school discussed for primaries.

### **Note from meeting with Paul Clancy 26/4/18**

1. Budget. Children & Families more or less protected. PEF money –we do well due to demographics of the city. Doing best to keep schools maintained – extra £1/2m into building maintenance. Going to do what can with Victorian/Edwardian buildings.

Hope to see PEF continued/expanded in future years. PEF not committed to anything and parent councils should be involved in how the money is spent in their schools.
2. Inspection. Audit Scotland reported good progress but want more movement at secondary school level. Felt parents were involved. Want more detailed info to elected members.
3. Insight re exam results – snr phase benchmarking framework but eventually will include PS as well. A school to be able to look at cohorts and compare with virtual comparator of similar school. Can look at attainment/attendance/gender/year comparisons etc.
4. Pupil subject options – quite lengthy discussion including self-taught subjects on line/emailing lecturers – 'Scholar'. City wide licence to use it – Taletta to email details. Also discussion on how pupils chose in terms of columns or not. Schools across the city vary. Paul to look into and feed back at next meeting.

5. Celebrating success. Taletta looking to organise an event to get parents involved. Possibly in Education room in new V&A for parent council chairs. Details to follow.
6. Council staff and court proceedings – Paul reassuring re taking Child Protection seriously after recent case of teacher jailed for viewing child pornography.
7. Procedure in PS for pupils creating risk to others. Instances of children throwing things like chairs at other pupils and other pupils being removed from situation. Staff trained in de-escalation. Individual care plans in place. Need to watch out for triggers and patterns in order to prevent incidents.
8. Bomb threats and lockdown procedures. Need to try out new procedures but avoid children being frightened, esp in early PS years. Parents can help reassure their children - it's just like practising a fire drill. Threat made at Grove for following day was mentioned but discussed separately. Reassurance that police involved and checks made for everyone's safety.
9. AOCB. Parent mentioned Food for Thought - £3K available from Education Scotland for promoting health initiatives.