

**Minutes of Wallace Hall  
2-18 Parent Council Meeting  
Monday 7<sup>th</sup> December 2020  
7pm via Teams**

**Present: Louise Cochran (Chair), Christine Carson (Treasurer), Barry Graham, Melanie Halliday, Cathy Mackenzie, Euan Mack, Anna Meredith, Jillian Maxwell, Lynne Maxwell, Ann Andreason, Sharon Young, Diane Jarvie & Katrina Galligan**

Item		Action
1	<p>Apologies: Caroline O'Hara (Vice-Chair), Kerry Fry &amp; Charlene Henderson</p> <p>Welcome – LC welcomed everyone to the meeting.</p>	
2	<p>Corrections Charlene Fry to Charlene Henderson KG to edit and then send to School for putting on the website Approval of the Minutes from last meeting Thursday 29<sup>th</sup> October 2020 – Minutes approved and agreed as correct. Approved by AA Seconded by JM.</p>	
3	<p>Matters arising – New Secretary are been found Katrina Galligan All communication will be sent to the WHPC email address which will be monitored by KG. Any requests to be emailed- Posts on Social Media, posters, leaflets etc. Anything that requires the Chair KG will notify LC. £90 per term – All agreed Term time only 9 months of the year Payment will be via check as CC does not do online banking CC to email KG to organise delivery of cheque</p> <p>Welcome KG</p>	
4	See Appendix 1	
5	<p>a) Primary classes working away. Each received £20 from PC for xmas crafts. They have decided to turn this into an enterprise task. They will invest each £20 into craft supplies and then see who can make the most money from the products. The Community Council have offered to buy each child from ELC to P7 a present for every child in this group. They will be delivered by the end of the week. They will arrange the gifts to look like a nice santa delivery. JM requested funds to be ring fenced to keep it in the pot, to ensure money is available next year for licences</p>	

	<p>and things etc. CC reckons around £2000 still left. CC to meet JM to discuss and tie up any loose ends. CMack no further funding requests at present. CMack says the licence for PurpleMash for October 2021 which was previously agreed is £480 which should also be kept available.</p> <p>b) COH unable to attend. LC read report on COH behalf. Before Lockdown it was planned to have 2 events. A Gin/Wine tasting in the Spring and a Bingo/Quiz night in the Autumn. Also a box game with the winning name to take 50% of the pot. It was established a Gaming Licence would be required &amp; CC was to liase with Darren to figure out how to get and maintain this. Due to lockdown this was all cancelled and put on hold for now and the foreseeable future. The group has suggested a Non uniform day in January where you would wear one piece of Tartan. No further information on licence has been sought. The group also requires new members and the members will now meet via Teams in the New Year.</p> <p>c) CMack &amp; LM have met remotely to discuss a review of the Positive Behaviour Policy &amp; a review of the Anti-Bullying Policies and Procedures. Wide range of feedback has been received on the Positive Behaviour Policy and this will now be rolled out through the school in January. Simplification of the school rules and ways to get the kids involved with a focus on Positive relationships. Also will discuss a review of the Anti-Bullying Policy and Procedures. Will be doing a number of 'Wee Blether' meetings. Will do them once a month with parents and will look at focus questions and then a review of the focus questions and how to evaluate and work better. First one will be 17/12/2020 at 7.30pm</p> <p>BG has secured Teacher reps for each group:  Kim McVeigh for Secondary Fundraising  Martin McKenna for Learning &amp; Teaching  Lynne Smith for Primary Fundraising</p>	
6	<p>CC will meet before the end of term with JM to tie up all the loose ends,  The Change of bank signatory also needs completing  Still to drop off last year's accounts to the auditor  Lesley Beck is still working on the allowance but still no word. CC left voicemails with no response. Will continue to try her. If no response by January CC to contact BG to get his help to push this along and get completed.  &gt;£2000 in the Secondary</p>	<p>CC  CC</p>
7	<p>Two funding bids have been received  Secondary French have asked for extra French textbooks as there is not enough so they would have to share but at present times cannot be crowded round textbooks. £329 Approved.  Art &amp; Design have asked for fashion textiles to complete extra creative tasks. £278 Approved</p>	
8	<p>See Appendix 2</p>	
9	<p>No other business</p>	
10.	<p><b>Monday 18<sup>th</sup> January at 7pm</b></p>	

## **Appendix 1**

### **School's Response to COVID19 – Wallace Hall Parent Council**

#### **Going into lockdown**

- It all happened very suddenly in the end and we didn't get a lot of time to prepare
- We managed to get work up online fairly quickly and throughout lockdown
- Pupil Support and PEF staff supported vulnerable pupils from home and of course we ran a school hub
- From the beginning we sent out regular updates to parents by Groupcall as well as sharing on social media and on school website
- Communication became less frequent once we went back to school in August but we still send it out every Thursday
- We have followed all advice from local authority and have been guided by them on everything
- There was a COVID enquiry mailbox set up for Education and it was very well manned with quick responses and sound advice
- They then set up an Education H&S mailbox and this has also been a useful tool
- Regular updates to FAQs which share information about questions asked by other schools

#### **Phase 2 Risk Assessment**

- This was put in place for our return in August
- Updated regularly and shared with parents – not a requirement to share with parents but we wanted to do that
- Have asked for feedback from parents/pupils/staff
- We worked hard to implement enhanced safety measures, to advise pupils before they returned to school and once they were in the building spent time going over them
- We have addressed any issues which arise from pupil fatigue about the measures and Barry makes regular tannoy announcements which normally remind pupils of only a couple of the measures during each announcement

#### **Dealing with Suspected Cases and Confirmed Positive Cases**

- We have been very fortunate and have only had a handful of possible suspected cases whilst pupils have been in the school building
- Almost all of them we weren't unduly concerned about but we were erring on the side of caution
- We have had quite a number of pupils and some staff who have been tested but most of them as a precautionary measure
- We have had a number of pupils and staff who have had to self-isolate because someone in their household had tested positive. None of those went on to develop symptoms
- We have had a small number of instances where parents have sent their children to school when someone in the household has symptoms or was being tested. We remind parents every week not to send children to school if that is the case

- We were fortunate that our first positive result of a pupil turned out to be a false positive. This allowed us to have a 'dry run' at what we needed to do. That was a steep learning curve!
- We have since had one positive case in the primary school
- It was hard work getting all of the information to Public Health and understanding the level of detail they required
- Seating plans and keeping track of instances where pupils are outwith their bubbles/working with members of staff other than their class teacher/bus lists etc are all vitally important
- In the Academy we have since had a suspected case and I went through the process in case it turned out to be positive. It was good to know that seating plans and bus plans as well as information that teachers send me about other groups etc will all make it easier if we get a positive case in the senior school
- Barry and I have attended meetings with the Recovery and Response Team and Public Health where they deal with any current cases in schools so there are other HTs at those and we always come away having learnt something from those meetings.
- These meetings have taken place at 2pm and then we had to wait for letters from Public Health before we could alert parents so it wasn't possible to get the information out before the end of the school day.
- Barry asked at the last meeting we were at about moving it forward in the day and these now take place at 11am.
- The template letters are now with the Council's Response and Recovery Team so they are ready much more quickly than they were previously.
- We asked a former parent who is also responsible for the council's Environmental Health Officers to come into school early in November to review our procedures. This was a really good exercise and she gave us some useful feedback as well as highlighting areas of good practice.
- Health & Wellbeing
- We have been very aware of the impact on pupils and staff of the pandemic, particularly on their mental health with increased levels of anxiety
- Our Pupil Support/ASL/PEF Team have been working very hard to support pupils who are suffering poor mental health.
- We have sent out staff hwb surveys in September and November and provided staff with feedback in October and the second feedback is going out this week
- We have discussed staff concerns at SMT and feel we have been fair and responsive to issues raised
- We are working with trained staff mental health ambassadors and Sarah Hennessy, our new PT HWB to support staff and lift spirits where we can
- We have organised for any member of staff to have a confidential phone meeting with our Educational Psychologist. Two members of staff have used this service and our Ed Psych has provided us with some general feedback on things we can do to support staff further. She did however say that both members of staff felt very supported by the school's SMT throughout the pandemic
- Overall our pupil absence and staff absence has been much lower than expected, in fact for pupils it is around the same as normal and for staff it is even a bit lower than normal.

## **Appendix 2**

### **Parent Council - Head Teachers Report – December 2020**

#### **Secondary**

The Christmas trees have arrived in school and are now decorated. The building is looking very festive. Thanks to Buccleuch Estates for gifting the trees to us this year again.

A group of pupils completed a sponsored silence to raise money for environmental causes, specifically the Hebridean Whale and Dolphin Trust. Pupils taking part were Heather Kellock, Lucy Robson, Emily Clarke, Esmee Bundy, Eve Taylor, Annabelle Wilson, Megan Davis and Lucy Davies.

Emily Clarke was the first pupil in S1 to finish the Bronze Reading Award and I presented her with her certificate last week.

#### **Primary**

The primary school participated in the UK Parliament week and one of the activities we organised was a colouring competition. We had a good number of entries and the pupils really enjoyed taking part in this. The finished pictures are now on display in the primary. The three winners, Iona McVey, Mara Griffin and Ellen MacCormick, all received a UK Parliament T Shirt as their prize.

Once again, we supported the Remembrance Day celebrations. A total of £228.04 was raised for the Poppy appeal.

P2 has been working on an Environmental topic and have set up a system for recycling pens. P6 pupils have been recycling the anti-viral wipes containers to plant bulbs for the springtime.

Wallace Hall Academy ELC and Primary did a Joe Wicks PE marathon raising £231.12 for Children in Need.

#### **ELC**

We are trying to persuade an ELC parent to join the Parent Council and I have been in discussion with Laura Weir, ELC Manager.

We are negotiating with the authority to get funding to make better use of the space so we can fully support the 1140 hours programme.

ELC pupils have been busy making bird feeders to hang on trees, repairing their swing and making an obstacle course and a washing line to hang wet leaves on.