



Meeting of the Craigmount High School Parent Council by Microsoft Teams meeting on Monday
11 October 2021 at 19:00hrs

MEETING PACK

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CRAIGMOUNT HIGH SCHOOL PARENT COUNCIL

Meeting held online via Teams

Monday 11th October, 7.00pm

Present	Jane Crewe (Chair) (JC) Alistair Turnbull (Secretary) (AT) Alison Thomson Alison Humphreys Ian Batty John McLeod Mark Bingham Nicola Currie-Mullan Phil Black Phil Wild Winnie Johnstone
In Attendance:	<u>Craigmount HS Leadership Team</u> Colin Meikle, Head Teacher (CM) Tracy Urquhart (TU), Deputy Head Teacher Members of the Parent Forum (details of attendees retained by secretary)
Apologies Received from	<u>Council Members</u> Dale Graham (Treasurer) (DG) <u>Councillors</u> Mark Brown Gillian Gloyer

1 **Welcome and Apologies:**

Jane Crewe welcomed all to the meeting. Apologies received were as noted above.

2 **Approval of Minutes and Matters Arising:**

The minutes of the previous meeting, which had been circulated to the parent council members prior to the meeting, were approved.

AT brought the meeting's attention to the matters arising register at the foot of these minutes and to the updates to these since the last meeting.

3 **Craigmount Update (formerly Head Teacher's report: attached to these minutes):**

The Craigmount update (attached to these minutes) was presented to the meeting.

With respect to ***Extra-Curricular activities***, CM noted that a clubs fair would be held after the October break to give pupils the opportunity to learn of the 50+ clubs on offer to pupils during lunch/after school.

With respect to ***WOW events*** and planning these for S1/2, CM mentioned that current regulations/mitigations (and fact that these remained dynamic) were presenting challenges in organising events (particularly with respect to the insurance that needed to be in place for these). However, recognising the lead time needed in terms of contributions, CM reported that he intended to send out a communication pre-Xmas to parents with a range of options and costs.

CM also mentioned that with respect to the Celebration of Achievement event planned for 14 October, former student (and ex-footballer, now pundit) Michael Stewart would be a guest speaker at the event.

4 Senior Leaders' Updates: Presentations attached to these minutes.

School Improvement (Renewal) Plan (led by CM)

CM mentioned that the school improvement plan had been formulated using the quality indicators set out in Education Scotland's "How Good is our School?" guidance. CM had used these in staff consultation to get staff feedback on where the school's strengths and areas of excellence to identify the areas of focus for the plan.

CM mentioned that within the SIP there were three priority areas: **Health, Wellbeing and Resilience (HWR)**, **Teaching Learning and Assessment (TLA)** and **Equalities, Equity and Inclusion (EEI)**. Under each of these priorities, the school has launched specific initiatives (see the slide attached to these minutes), namely:

- **HWR: Wellbeing and Ethos** and **Positive Relationships** (cf presentation by Ali Clark at last meeting);
- **TLA: Empowered Learning** (cf digital roll out and 1:1 devices per presentation by Ali Clark at last meeting) and **The Craigmount Gap** which would track attainment through all levels of the school; and
- **EEI: Equalities**, which would focus on championing diversity and community awareness within the school's culture and learning and the Curriculum Review (see presentation by Tracy Urquhart below) which would involve a review of curriculum and pathways to support pupils in reaching their potential and reaching positive destinations following their time at CHS.

CM mentioned that these priorities were being discussed and consulted on with pupils via the Pupil parliament. CM noted that the school had sought to make this body more inclusive by opening it to all (vs the previous 2 pupils per class arrangement).

Questions from the meeting

Q: Has there been any news on when Education Scotland (ES) are planning to recommence school inspections? Is there any indication that CHS will be inspected this year?

A: CM reported that ES's immediate priority in this area was to close off assessments that were cut short by the COVID pandemic. ES have indicated that they will engage on new inspections from Xmas onwards. CM noted that schools get very short notice of an inspection (2 weeks) so he was unable to tell the meeting whether CHS would be inspected this year. CM did point out that, although CHS's last inspection was some time ago (in 2009), suggesting perhaps that CHS may be "due" an inspection, there was no fixed cadence or rule to this. Naturally, CM would inform the Council as soon as any inspection request was notified to the school.

Q: What metrics are being used to track progress on the SIP?

A: CM reported that each initiative would be led by a DHT and would carry its own metrics/KPIs which would be tracked and assessed with progress being reviewed in January and May. Metrics were set to measure pupil outcomes (ie impact), based on a combination of qualitative, quantitative and observed measures. Samples of these were shown to the meeting. An update on progress would be presented to the Council later in the school year **[AP1]**

Q: Is there any update on the expansion of the school (eg to accommodate the West Craigs development) both in terms of the building upgrade/expansion and the learning environment? Noting that, with houses already being occupied in the new development, this is likely to start to impact the school in 2022 session.

A: CM reported that he was awaiting (and had continued to chase for) a meeting with City of Edinburgh Council (CEC) on this.

The Council noted its concern regarding the lack of clarity on this point for the school and asked for an update from CM at the next meeting **[AP2]**. Members of the Council expressed their willingness to support CM and the leadership with respect to any dialogue/consultation with CEC.

Q: Is there any update on the Device Roll Out?

A: At the moment, the school has been informed that the roll out will take place somewhere between November and Easter. No further detail was available at present, but CM noted, as mentioned in Ali Clark's presentation at the last meeting, that upskilling of staff in anticipation of the roll out was continuing so that the school would hit the ground running when the new devices became available.

Curriculum Review (led by Tracy Urquhart (TU) – presentation attached to these minutes

TU explained that the motivation behind the Curriculum Review initiative was to foster a culture of excellence while also providing equity of pupil opportunity to succeed through the development of skills and knowledge.

TU took the Council through the key questions that she and staff had sought to answer in the course of the review (see attached slides) and the curriculum as it stood today.

TU noted that the curriculum offer was still relatively traditional in format inasmuch as it focussed on the preparation for formal SQA Nat 4, 5, Higher and Advanced Higher examinations. TU noted that one of the key areas within the review was to consider adapting the curriculum to better accommodate the National Certificate and National Progression Awards offering by SQA. TU noted that these qualifications, which were more vocational in nature, reduced dependency on final exam performance and relied more heavily on classroom learning and continuous assessment. She noted that the NPAs offered students a recognised qualification equivalent to Nat 5s

Another key focus areas was to achieve and accommodate an effective balance between vocational and school learning. Among the initiatives being considered (partly, but not exclusively triggered by COVID) was accommodating virtual work experience opportunities for pupils.

In terms of taking this initiative forwards, TU mentioned that she was leading this with support from Jordan Webster and a wide group of staff. At present, the initiative was at the fact-finding stage, which was a mixture of getting feedback from staff and pupils (via year group councils and ambassadors) as well as:

- analysis on historic destination data to consider how alternatives (including the focus areas mentioned above) might have improved student outcomes; and
- Looking to experience of other schools in terms of what has worked/hasn't worked as well

TU reported that she was targeting having a plan and vision in place for communication by Xmas.

Questions/Comments from the meeting

Q: Will the proposed increase in breadth of offering lead to more classes/smaller classes? Will that not run the risk of resources being spread more thinly or would this require additional budget?

A: TU mentioning that many of the National Certificate courses cover much of the same ground and can therefore be taught within the same classrooms as the more traditional subjects (eg Science and Health NC). This dual approach was one topic that was being considered within the initiative.

Q: How would the school accommodate different progression paths and aptitudes? Was there a risk in this dual setting of the classroom running at the pace of the slower learners, with the risk of boredom/distraction for those pupils with higher aptitude?

A: TU mentioned that a continuous focus area for staff was to differentiate abilities and to adapt and focus learning to accommodate these within the classroom (TU noting that this was a common/central feature of primary school learning). TU noted that supplementary learning in other settings as well as the provision of additional digital and traditional resources was already a feature of teaching for particular aptitude groups – she noted that the digital roll out could also present opportunities and resources to enable teachers support these groups.

Q: Can the school give some clarity as to its decision-making around streaming of certain subjects? Noting that, while Maths is streamed at S3, English is not, but PE is even though not everyone is taking it as an elective.

A: TU mentioned that on the whole, differentiation within the classroom was adopted more than streaming. TU (and other Parent Council members) also noting that streaming can have its drawbacks as it does tend to inhibit pupil movement within the streams.

Q: Are private schools part of the school's fact finding consultation and visits? Was this worth pursuing if not?

A: TU explained that the main focus of consultation and visits were with other state schools – given the more established contacts/networks/groups already in place but would endeavour to do so if she could.

5 Points raised by Council Members/Parent Forum

Wet Breaks

An issue (about the school policy/what weather conditions triggered pupils coming inside and the arrangements for this) had been raised by a Council member, but was withdrawn in light of new government guidance which had been issued on the day of the meeting.

S5/Senior Years Curriculum progress

Q: Feedback was received from a PC member's S5 child (in response to a classroom comment made by a teacher) that the school was behind in S5 coursework (given the June vs usual May start of coursework). Are the Senior Years on track and is a catch-up plan in place if not?

A: CM was disappointed to hear of this message which, in his view was not an accurate representation of the current position and the work being done by staff to mitigate against the disruption cause by COVID. While CM did not want to downplay the challenges COVID brought (and continues to bring) to the learning calendar, he was firmly of the view the school remained was on track to complete the learning required in order for pupils to meet the recently announced revised exam schedule from SQA for the 21/22 session. Beyond the measures and mitigations already in place, CM noted that CHS's curriculum currently provided for 6 periods of learning for the Senior Year groups (unlike the vast majority of schools that ran to a 5 period curriculum), equating to a 40 hours additional learning over other schools.

Climate Strike

Q: Will pupils wishing to participate in the proposed student COP26 climate protest in Edinburgh be allowed to participate in this? Was there any CEC guidance on this?

A: CM confirmed that pupils who wish to attend will be allowed to.

6 Treasurer's Report:

In Dale Graham's absence, AT reported to the meeting that (per Dale's report) PC funds stood at circa £4,356.99, comprising bank balance of £4,087.66 and estimated 200 Club funds of £212.06. The annual grant from CEC (circa £1.1k) should be received in the following month.

7 Fundraising:

AT reported that Gilly Herbert had applied for a £500 grant from Scotmid for a TLC room, a space where children with anxieties, difficulties or heal issues can feel safe and comfortable in returning to the school environment. She was liaising with Mrs Jack some details on furniture requirements for this room. AT also reported that GH had received confirmation of sponsorship from Mortgage Force of an annual donation of £200 to Parent Council funds (similar to that given by Specsavers and Sunrise Dental Clinic).

With respect to getting funding requests from the school, AT reported that he had met with CM's ELT in September and would be sending a revised wish list template before the end of the week with a view to

getting consistent information that will allow the PC to allocate funds. He was hoping to bring proposals to the PC before the end of the year so that we can put the funds we have accrued to good work. [AP3]

8 Other business:

School Uniform: JC noted that she had received reports from Ms Jack that there some students/parents were struggling with new school uniform, in particular the cost of branded/logoed uniform. Although recognising that logoed uniform was a preferred, but not required item, there was a feeling that with some students, not having one piece of the branded uniform possibly singled them out/drew attention to them in a negative way. The PC agreed to make funds available and to take this up with Mrs Jack following the meeting. [AP4]

Homework: a point was raised around the fact that – with homework now being delivered via Teams, it was not as easy for parents/carers to monitor/supervise what was being asked/what was being done by their children. During lockdown there had been texts issued where pupils had not submitted required homework. CM noted the problem: this would shortly be addressed by the Parent App (see Ali Clark’s presentation at last meeting on positive relationships initiative) which will give parents greater visibility over coursework/homework and meantime should be addressed via PSL contacts.

S3 tests: A comment was raised around the transition to S3 and the increase in the number of tests vs S1/2 in some subjects. In particular, a question was raised around the support available for students getting used to this. CM noted that the approach to assessment (test vs other coursework) varied between faculties in line with the skills required for the assessment required in each subject. Part of this testing was to assess study skills/development needs which was addressed through the PS team and that study/exam skills were something that were specifically addressed within the S4 curriculum. CM said he would take this issue back to the PS team for consideration [AP5]

DofE Oversubscription: A comment was raised around the fact that DofE courses had been significantly oversubscribed this year (a point that has occurred in previous years). CM noted that the constraint on numbers was due to the fact that specific training had to be given to teachers leading the courses and that he was seeking to increase capacity by increasing the number of teachers trained for DofE, although this would not be on stream for some time. CM noted out that S4s could apply to start DofE if they have missed out in S3 as well as consider alternative DofE training providers.

9 Date of next meeting:

The next meeting will be held on-line via Teams on Monday 15 November at 7.00pm.

MATTERS ARISING REGISTER – 11/10/21

Meeting Date	Action	Responsibility	Status
07/09/21 (AP1)	Presentation of Attainment Results – to be scheduled for future PC meeting	JC/CM	In progress. Will be presented at 15 November meeting
07/09/21 (AP2)	Presentation on School Improvement Plan at future PC meeting	JC/CM	Completed. Will be presented at 11 October meeting
07/09/21 (AP3)	Sway Communication re accessing Home Learning materials	CM	Completed. See here
07/09/21 (AP4)	Sway Communication re Young Scot registration	CM	Completed. See here
07/09/21 (AP5)	Update on Curtain funding (when responses heard)	GH	Once received
07/09/21	Contact for football/netball strips/Sunrise Sponsorship	CM/GH	Completed.
11/10/21 (AP1)	Schedule PC update on School Improvement Plan post internal school review in January and May 2022	AT/JC/CM	
11/10/21 (AP2)	Update on discussions with CEC re school expansion plans	CM	
11/10/21 (AP3)	Finalisation of wish list template and bringing forward of funding requests by end of year	AT/CM	
11/10/21 (AP4)	Take forward request for PC funding/support on school uniform	JC/AT/DG	
11/10/21 (AP5)	CM to follow up with PS team on support for S3 students on tests.	CM	



Craigmount Update

Monday 11 October 2021

S4-S6 Assessment

- Information evening on Wednesday 13 October to share the plans for assessment for this academic year.
- Opportunity to ask questions in a form following the event and full details, including a Frequently Asked Questions document, will be shared after the October holiday.

Extra-Curricular Programme

- New extra-curricular programme which incorporates sporting and non-sporting clubs.
- Over 50 clubs available throughout the week during lunch or after school.
- Extra-curricular fayre will be held on Tuesday 2 November to allow pupils to find out more about the clubs and encourage them to take part in the programme.

Celebration of Achievement

- Recognising the success of pupils in S4-S6 in their attainment and achievement from last session.
- Awards recognising Academic Achievement, Drive and Specialist Awards.
- Event held in school on Thursday 14 October.

Key Events

- Tree of Knowledge – all year groups will work with Tree of Knowledge this year as part of their health and wellbeing programme. This month, S2 and S6 pupils took part in workshops to support them to think about key issues in school.
- LGBT Youth Scotland Staff Awareness Training – as part of our focus on equalities in school, members of staff have been taking part in LGBT training.
- Craigmount Carnival – our S3 events class and S6 enterprise class planned the Craigmount Carnival which took place last week. It raised over £200 for the Edinburgh Food Project.
- Maths Week Scotland – pupils have been successfully competing in the Sumdog challenge with a focus on numeracy skills.
- Diversity Festival – currently being planned and more details will follow.

Transition

- Information evening on Thursday 14 October for new S1 pupils starting in session 2022-23.

School Website

- New website launched on Monday 11 October.
- Updated layout and content in the new website.
- Continuing to build on the website this year with more information to be added.

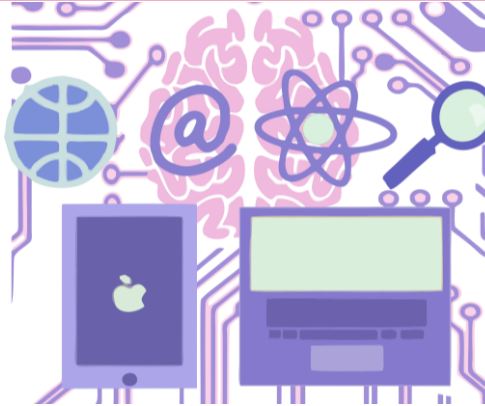
Wellbeing and Ethos

Provide opportunities for pupil and staff physical and mental wellbeing.



Empowered Learning

Support high quality learning and teaching with a focus on digital learning and differentiation.



Equalities

Foster an inclusive school environment which promotes diversity and develops a deeper understanding of everyone in our Craigmount community.



Craigmount High School Improvement Plan 2021-22



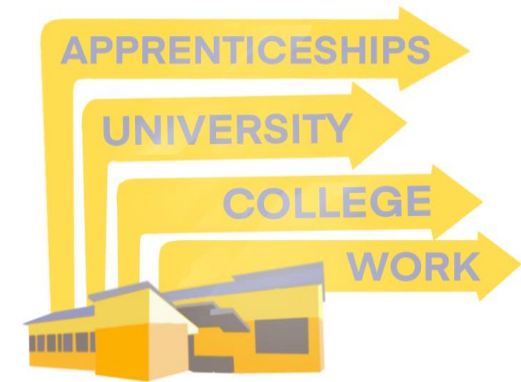
Embed a positive culture for learning through consistent approaches to wellbeing and behaviour in all classes.

Positive Relationships



Focus on attainment for all pupils at all levels through rigorous tracking and faculty interventions.

The Craigmount Gap



Review our curriculum structure, courses and pathways to support all young people to achieve their potential and progress to an appropriate positive destination.

Curriculum Review

Staff & Pupil Leadership

Attendance

Celebrating Success

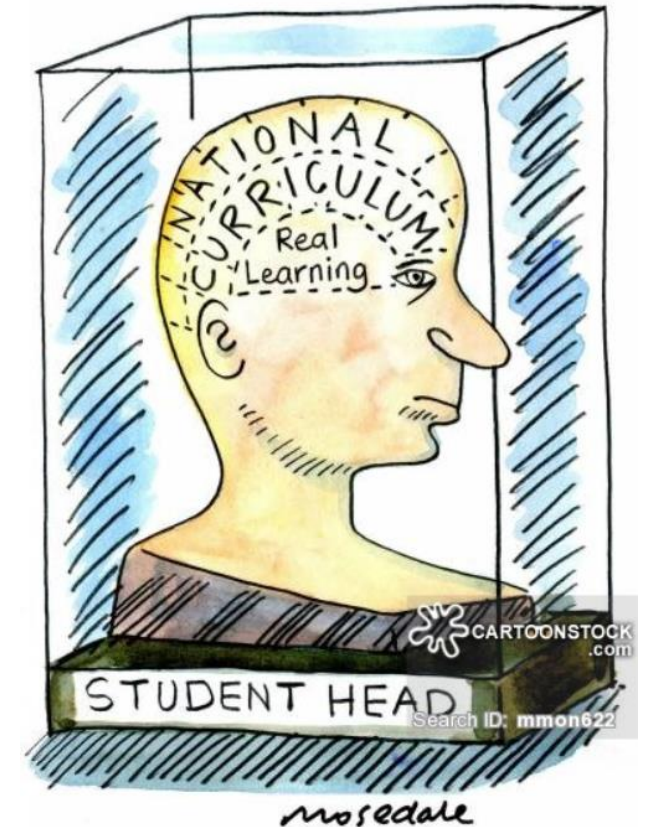
Communication

Transitions

Curriculum Review 2021

Aim: Create a robust curriculum which gives every learner the chance to succeed

*“We need Scottish education to deliver both **excellence** in terms of ensuring children and young people acquire a broad range of skills and capacities at the highest levels, whilst also delivering **equity** so that every child and young person should thrive and have the best opportunity to succeed, regardless of their social circumstances or additional needs. ”*
Education Improvement Framework 2021



Curriculum Review 2021

Key questions:

- To what extent does our curriculum promote equity and raise attainment for all children and young people?
- Does our Broad General Education prepare pupils for success in the Senior Phase?
- Are there key progression pathways for every learner?
- Does our Senior Phase fully prepare pupils for their chosen pathway?
- Do we make best use of our partners, to provide opportunities for young people to develop skills and achieve?

Curriculum Review 2021

Curriculum Architecture

- Is the current level of personalisation and choice improving outcomes for children?
- Should we minimise the number of teacher contacts in S1 and S2?
- Should we have more double periods in the BGE?
- Should pupils specialise sooner?
- Is S3 the end of the BGE or the start of the Senior Phase?
- Would integrating S4, 5 and 6 create more options for pupils at all levels?
- Do all levels in the Senior Phase need 6 periods?

Curriculum Offer

- What knowledge and skills do pupils need to develop as they progress from S1 – S6?
- Is there a shared understanding of what progression looks like across subject areas?
- How well are children and young people involved in planning and identifying opportunities for personalisation and choice?
- How do we balance vocational training and in-school learning?

Curriculum Review 2021

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	
S1	English (3)			Literacy	French (2)	German (2)	Maths (3)			Numeracy	Science (4)				Social Subjects (4)				Art	Drama	Music	Creative Skills	Digital Skills (2)		FCT (2)	PE (2)	RME	PSE		18				
S2	English (3)			Literacy	French (2)	German (2)	Maths (3)			Numeracy	Science (4)				Geography	History	Modern	Employability	Art	Drama	Music	Creative Skills	Computing	Business	CDT (2)		PE (2)	RME	PSE		22			
S3	English (4)				Modern Languages (3)			Mathematics (4)			Subject 4 (3)	Subject 5 (3)	Subject 6 (3)	Subject 7 (3)	Subject 8 (3)	Elective (2)		PE (2)	RME	PSE													13	
S4	English (4)				Mathematics (4)			Subject 3 (4)			Subject 4 (4)	Subject 5 (4)	Subject 6 (4)	Subject 7 (4)				PE (2)	RME	PSE													11	
S5	Subject 1 (6)						Subject 2 (6)						Subject 3 (6)						Subject 4 (6)						Subject 5 (6)						Wider Achieve	PSE		8
S6	Subject 1 (6)						Subject 2 (6)						Subject 3 (6)						Subject 4 (6)						Study (6)						Study	PSE		6

awareness
 drive
 aspiration
 purpose
 trust

aim high, adapt, succeed

Curriculum Review 2021

Curriculum Architecture

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Curriculum Offer

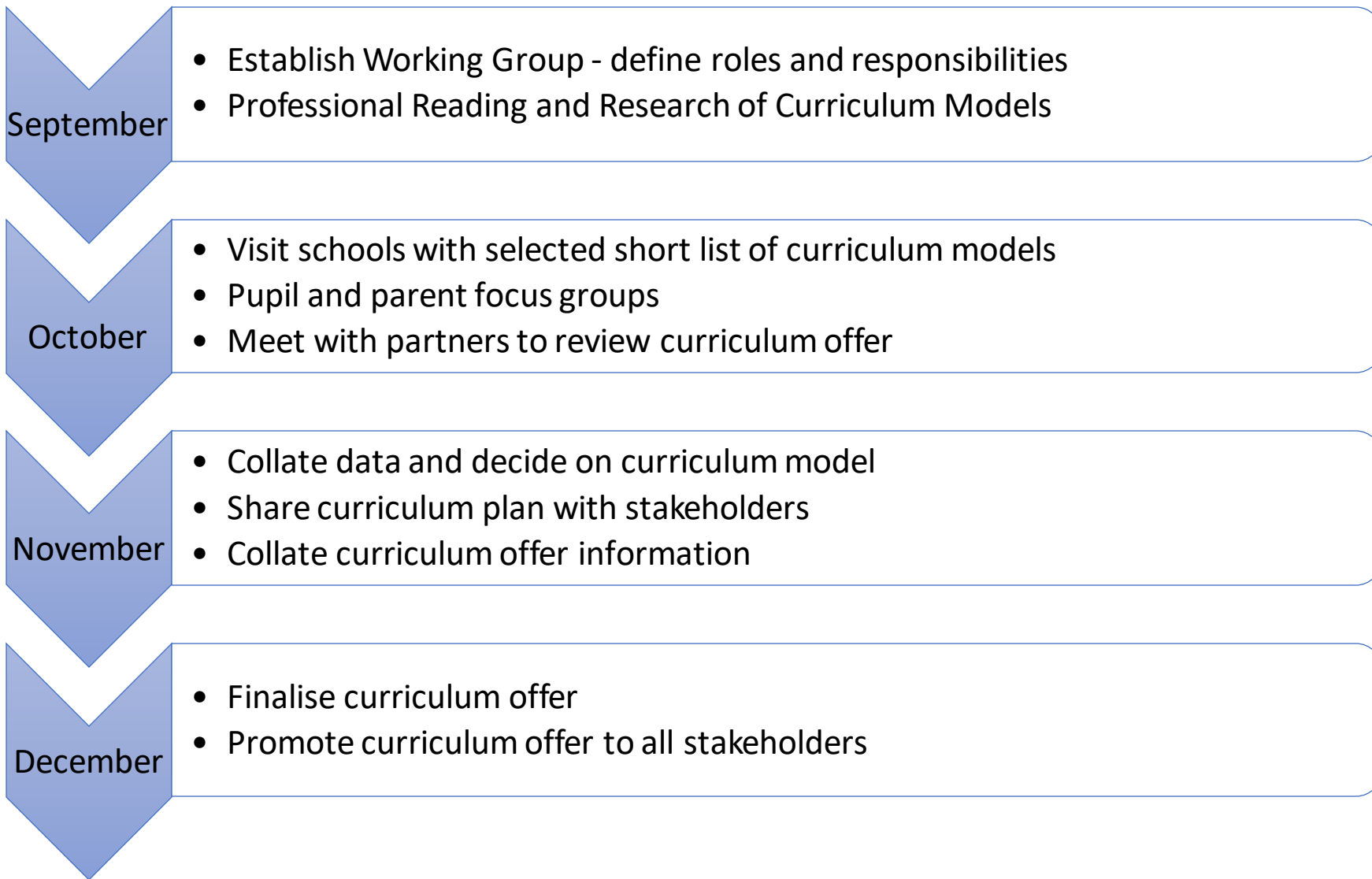
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- How do we balance vocational training and in-school learning?

Curriculum Review 2021

Methodology:

- Professional Reading
- Look outwards to other schools
- Data – positive destinations, attainment, course choice uptake
- Stakeholder feedback
- Partnership audit

Curriculum Review 2021





Treasurers Report October 2021

Treasurers summary & highlights:

- Overview of current funds balance
- A confirmation that YE 2021 accounts have been prepared and are yet to be independently verified
- Final cash count shall be performed at year end 30 April

Current balances	£
Treasurers Account	4,087.66
200 Club	212.06 (latest provided)
Petty Cash	57.27
Total	4,356.99

Grant Application	Date	Purpose	Amount	Outcome
				tbc
				tbc
				tbc
Total			£tbc	

Committed spend	Amount	Date
CHS Wish List	tbc	tbc
200 Club Spend	tbc	tbc
Total	£tbc	

Dale Graham

Treasurer

11th October 2021

Craigmount High School Parent Council
Income and Expenditure Summary to 30th April 2022

	Current Year to 30th April 2022				Current Year to 30th April 2021			
	Bank of Scotland	200 Club	Cash	Total	Bank of Scotland	200 Club	Cash	Total
Opening Bank / Cash Balance	£3,543.02	£212.06	£57.27	£3,812.35	£1,322.91	£542.86	£737.27	£2,603.04
Income								
Quiz Sales				£0.00			£0.00	£0.00
M&S Bag pack for LGBT Gold Award				£0.00			£0.00	£0.00
Edinburgh Council				£0.00	£1,121.62			£1,121.62
Corstorphine Fare				£0.00				£0.00
Grant income	£500.00			£500.00	£2,068.00			£2,068.00
200 Club Member Contribution				£0.00		£1,182.00		£1,182.00
Bank Interest/Refund Charges				£0.00				£0.00
Easy Fundraising	£44.64			£44.64	£68.49			£68.49
Total Income	£544.64	£0.00	£0.00	£544.64	£3,258.11	£1,182.00	£0.00	£4,440.11
Expenditure								
200 Club/Quiz Prizes				£0.00		£512.80	£0.00	£512.80
Parent Council Banner				£0.00				£0.00
Clerks Fee				£0.00				£0.00
Corstorphine Fair Registration				£0.00				£0.00
Support for School Projects								
Wellbeing Fund / Activities				£0.00	£520.00		£680.00	£1,200.00
This is Language				£0.00		£1,000.00		£1,000.00
Laptops - People Know How				£0.00	£50.00			£50.00
ICT				£0.00				£0.00
Calculators				£0.00	£468.00			£468.00
Python Books				£0.00				£0.00
Library Update - Non Fiction				£0.00				£0.00
LGBT Gold Award				£0.00				£0.00
Library and Brainstick				£0.00				£0.00
Equity Funds				£0.00				£0.00
Performing Arts/Dance Club				£0.00				£0.00
Debating Competition				£0.00				£0.00
S3 Zoo Business Trip				£0.00				£0.00
Beanbag				£0.00				£0.00
CDT				£0.00				£0.00
Seasons for Growth Materials				£0.00				£0.00
P7 Cluster Schools Maths Event				£0.00				£0.00
FCT				£0.00				£0.00
Raspey Pi USB Ports				£0.00				£0.00
Total Expenditure	£0.00	£0.00	£0.00	£0.00	£1,038.00	£1,512.80	£680.00	£3,230.80
Surplus / (Deficit)	£544.64	£0.00	£0.00	£544.64	£2,220.11	-£330.80	-£680.00	£1,209.31
Closing Bank /Cash Balance 30/04/22	£4,087.66	£212.06	£57.27	£4,356.99	£3,543.02	£212.06	£57.27	£3,812.35
Committed Funds - Outstanding Cheques								
CHQ1								
CHQ2								
CHQ3				£0.00				£0.00
Available Funds for future projects	£4,087.66	£212.06	£57.27	£4,356.99	£3,543.02	£212.06	£57.27	£3,812.35