**Carrick Academy Parent Council**

**Wednesday 7th November 2018**

**Meeting Room, Carrick Academy**

**In attendance** Shona Stevens - Head Teacher, Lindsay Cunningham - Chairperson, Emma Broun - Secretary, Shelley Baillie – Treasurer, Elaine Gibson, Linda Izatt, Caroline Alexander, Shona McMillian, Deirdre Cuthbertson, Aileen Fisher, Holly McDonald – House Captain

**Apologies** Jennifer Finlay, Hugh Paterson, Sarah Hall, Sam McWhirter, Donna McDowall

**Minutes of Previous Meeting**

Proposed by Caroline Alexander seconded by Aileen Fisher

Lindsay welcomed all and introductions were made

**Matters Arising from Previous Minutes**

**Elementary Food Hygiene Certificate**

TS Stevens reported that the S2 pupils are undertaking the course work for this but are unable to get the certificate as we do not have a qualified member of staff to present them for the award. If we appoint an HE teacher in the future, we will proceed with this. It was suggested at the meeting that we contact Ayrshire College as they apparently offer the course in one day. Following the meeting and in discussion with SMT, it was agreed that J Rusk will liaise with the college to see if this is possible. If so, we will arrange for all S2 to complete their certificate and will offer it to the S4 class along with any other young people in S4 who wish to gain the certificate.

**Lockerbie Manor**

This trip was offered to pupils in the senior school but due to a lack of interest, it will not proceed. It was offered to S1/2 last session and it will be offered next session to the new S1/2. A high number of pupils are required to make the trip viable. It was noted at the meeting that pupils who had gone to Dolphin House and Lockerbie Manor had preferred their time at Dolphin House; it was suggested that this venue could be used as a cheaper alternative.

**Banking Signatures**

All present agreed to E Broun being added as a signature.

**Co-opted Members**

L Cunningham advised that both S Robb and H Paterson have

agreed to stay on as Co-opted members of the Parent Council.

**AOB**

No other business was reported

**Head Teacher Report**

**Staffing:**

Staffing changes are as follows:

Louise McCarron has started in her post as PT English.

Craig McPike is now the Acting DHT with year head responsibility for S2 and S4. G Pitt continues to teach the National 5 class on a Monday and Wednesday afternoon.

Eileen Neil was appointed today as PT Pupil support, we will need the checks to be processed before a start date can be agreed.

Ian Speirs has resigned from his post as Teacher of Design and Technology, he will spend his last day in school on Monday 3 December; his post will be advertised on Friday 9 November.

The HE vacancy remains unfilled. I have liaised with Girvan Academy and we hope to be able to align our option choices next session so that our young people can be offered Hospitality there. Ayrshire College have agreed to deliver an NPA in Bakery at Carrick Academy, this will be offered to pupils in our school as well as Girvan Academy.

**School Handbook for Session 2019-2020:**

This has been updated for next session and has been shared with primary HT’s; a copy has also been placed on the school website.

**Family Learning:**

We are trying to engage with as many parents as possible, so we have created a number of opportunities which they can access; handout attached

**Attainment Visit:**

D Hutchison (Deputy Chief Executive and Director of People), M McAdam (Quality Improvement Manager), Lynn Crossan (Quality Improvement Officer), Laura Traynor (Head Teacher Ayr Academy) and George Docherty (Head Teacher Marr College) visited the school on the morning of 24 October and met with the management team. We discussed the attainment information and the work that the school had undertaken last session. The team were happy with the progress made and did not raise any concerns or points for action.

**Christmas Concert:**

This will take place on 11 December in the Town Hall starting at 7pm. Parents have been asked to do the teas and coffees and a raffle which they organise themselves.

**Celebrating Success:**

The school achieved the Silver Sports Scotland Award. Carrick Academy won the Chamber Business Award for the ‘Education and Business Partnership’ category for their region (Scotland). TS Stevens and R Collins will attend the British Chamber Award finals in November in London.

**ICT:**

South Ayrshire council are providing the school with 6 Activpanels; these will be located in Science, Art, Maths, English, PSE and Business.

**Period Poverty:**

Scottish Government have provided funding to schools to ensure that all girls have access to free sanitary protection. TS Stevens reported that she has consulted the young people in school and has agreed a suitable location where the children can discreetly access the materials that they require. They have to be provided with the products that they choose to use and not just cheap alternatives. It is the schools responsibility to ensure that they have all the materials they require, including over the holidays. The stock is being monitored as TS Stevens has to provide reports back to the local authority and Government.

**Christmas Fayre**

TS Stevens reported that this will take place on Saturday 24 November from 10am to 12 noon in the community wing. A number of school staff have been working with our young people creating craft items that can be sold. PC Porter will be our Santa Claus this year. The parents have agreed to make the teas and coffee; J Finlay has been in touch with H Burrell about the arrangements for this. We have sold 4 stalls to external agencies, at a cost of £15 each; a discussion took place and it was suggested that the stalls should be £10 each to attract more people. TS Stevens agreed to discuss this with the committee in the school. The parents were asked if they would like to take a stall and it was agreed that they would have a ‘water and wine’ stall; E Broun and S Baillie agreed to manage the stall on the day. TS Stevens agreed to email all staff to bring in empty and full wine bottles to support this venture and ask the kitchen staff to provide Shortbread.

**Planning for 2018-2019**

A discussion took place about the fund raising activities that could be planned for this session; it was agreed that we would try and organise a quiz for March in the Carrick Centre and manage the charity shop for the week in June. A discussion took place about a reason for fund raising, TS Stevens stated that the Technology Department had suggested purchasing a Sublimation Printing Kit which would enable the school to print their own T-shirts, leaver’s hoodies etc. It was agreed that this would be the focus for the fund raising efforts.

**Parent Council Chairperson’s Meeting**

L Cunningham reported back from her meeting with D Hutchison. The feedback included:

* Changes to the QIO structure
* Realigning Children’s Services
* Reporting to Parents
* Music Fees
* Social Media and the School Community

**Raffle Prizes**

It was agreed that the tickets should be sold at the Christmas Fayre and the Christmas Concert with the prize draw being held at the Christmas Concert. It was agreed that the Golf voucher and the Drinks hamper should be sold separately. S Baillie will sell these in school and then pass the raffle books on.

**Communications**

L Cunningham suggested that the Parent council set up a new Facebook page to share information and advertise events. A discussion took place about the best way for the Parent council members to keep in touch as a number stated that they do not use Facebook; it was agreed that a ‘Whats app’ group would be set up. Members were asked to share their telephone numbers.

**A.O.C.B.**

**Date of Next Meeting**

Wednesday 23 January 7-9pm