



Aberdeen Grammar School
Parent Council Meeting

Wednesday 24th February 2021
7pm – 8:30pm Microsoft Teams

Minutes of Meeting

Parents: Margaret Davidson (Chair), Tania Davidson (Treasurer), Hayley Barr (Secretary), Jen Scott, Morag Evans, Angela Stewart, Anne Boylan, Emma Mair, Moira MacIver, Eileen Haywood, Graham Mutch, Karon McEwing, Alan Denison, Amy Bender, Sarah-Anne Kielczewski
Teachers: Ms Murison (Head Teacher)
Councillors: Martin Greig
Apologies: Clare & Andrew Bostock, Cllr Jenny Laing

Welcome

Margaret welcomed everyone to Aberdeen Grammar School Parent Council online meeting and thanked everyone for their attendance.

Approval of minutes of meeting on 23rd September 2020 & 1st November 2020

Minutes from 23.09.20 and 18.11.20 were both accepted without further alteration and both were proposed by Tania Davidson & seconded by Alan Denison

Outstanding Actions

- Continue to carry forward the action to review the constitution before the next AGM. **Action:** Add to March agenda and ensure revision agreed by June meeting so it can go out with notice of AGM
- Tania organised a cheque for £500 to fund the School App as agreed.
- Margaret to attend a Google Suite training course in the new year. She has not done this yet so carried forward.
- Margaret contacted secondary PCs in follow up to the question last month around the lack of a secondary menu for school meals, only 2 responded and advised it was not a concern they were aware of. Margaret contacted ACC and had a response from the Catering Manager advising that: "At present we don't actually have a menu for advertising (like we do for the primary schools), It's something we have been missing and our Graphic's team are currently working on one, I am hoping to have this soon to issue to all academy sites and advertise on the web. This should hopefully be over the next couple of weeks". This was at the end of last November and not had confirmation this has yet happened and may have been delayed due to school closure during lockdown.

Head Teacher Report and Feedback

Ms Murison informed the forum that her focus for this meeting would be on two key areas; the phased physical return to school and the submission of provisional results for the senior phase qualifications. She was seeking feedback from the PC for these key areas.

Phased Return:

- At the time of the meeting Phase 1 of return to school was in place with pupils returning to school in the senior phase for practical assessment on the 22nd February, alongside those that were already in school under the key worker and



vulnerable learner criteria. Mitigations of COVID testing and 2m social distancing (SD) were operating and the return so far had gone well.

- What Phase 2 of the return on the 15th March is going to look like was unknown at the time of the meeting and the school will be ready to act upon further guidance that should be announced on 2nd March. The key factor around this will be if SD is required as it will present logistical challenges in getting pupils into school to learn effectively with only 8-10 pupils per class. Ms Murison was hopeful that a full return to school would be able to take place after the Easter holidays, but this will be subject to ongoing Government guidance.

Provisional Assessment & moderation process:

- Final submission of provisional results for National Qualification subjects is 25 June. There is a great deal of work for teachers to get to this point and a timetable for this process is at a provisional stage.
- Emphasis is to maximise learning time with concentration on teaching just now and assessments will run as and when appropriate to capture demonstrated attainment when young people are ready.
- Ms Murison will look to communicate as soon as possible with pupils the approach to how their work will be assessed.
- SQA have emphasised the importance of splitting assessment pieces to allow greater flexibility in capturing assessment evidence to demonstrate attainment. Faculty PTs will follow this advice when planning opportunities for capturing assessment evidence.
- The moderation process for the teacher assessment grading will take place with the school, Local Authority (LA) and the SQA.
- Ms Murison reassured the parents present that there will be a robust and transparent process for awarding grades which will ensure fairness and consistency for all pupils. This will be achieved by in school cross marking and sampling of pupil evidence and moderation days led by Faculty heads. Assurance was given that no internal algorithm will be used.
- The LA will review the submitted data and provide feedback on any anomalies that may arise, and time will be factored into the timetable to make any revisions. These will be at the discretion of HT in partnership with Faculty PT and Senior Leadership team (SLT)
- Ms Murison would like to make the whole process as transparent as possible and will share the timetable for submission of grades and the working grades for pupils will be issued once results have been finalised.

Timetable date changeover:

- The date of changing over the timetable for pupils into their next year has not yet been confirmed. Once the timetable for assessment and moderation are finalised this date can be agreed and communicated to pupils.
- Ms Murison would like to mark the change of timetable at the end of a very difficult year for pupils by having a week of 'fun activities' (especially with no activities weeks again this year) and asked for volunteers from the PC to work alongside Mrs Bell from the SLT to form a working group for ideas for this week. Jen Scott, Eileen Haywood, Sarah-Anne Kielczewski and Karon McEwan raised their hand and their names will be forwarded to Mrs Bell to get this kicked off.



Treasurer's Report

- A cheque for £500 was issued to the school as a contribution for the school app as agreed at the last meeting. Tania had not had a recent bank statement to see if the cheque had been cashed. Ms Murison to check with school office and request a receipt for audit purposes.
- The bank balance after the cheque has been cashed will be £410.53.
- As Tania will be leaving the school as a parent at the end of this school year a new Treasurer is required. Alan Denison kindly offered to fill that role and was elected unopposed. Proposed by Margaret Davidson and seconded by Tania Davidson. He will meet with Tania when allowed to do a handover.

Key feedback points from APCF Meeting:

- Shelters - APCF has found that a number of schools in Aberdeen would like to purchase shelters but cannot afford to. Information passed to ACC who are now trying to access additional government funding to pay for them.
- Chromebook insurance and dongles – breakages and problems will be supported and covered by ACC as much as possible; parents/carers to contact the school if they have any issues. If a dongle is required, advice is to contact your school.
- ACC is also looking at parent support sessions, as realise parents' mental health is very strained at the moment, more so than in lockdown 1.
- Free school meal provision will continue for those attending school, and vouchers otherwise.
- Physical wellbeing – PE will be outdoors. Gael Simpson from ACC asked that PCs be asked to share the need for suitable clothing.
- School risk assessments – updated; to be shared with PCs / parents.
- Where a referral for outreach support is unsuccessful and parents want to pursue it further, they should contact the school who can access support from the Quality Improvement Team if necessary

AOCB

- The parents thanked Ms Murison for the detail that was shared around the moderation process and were very encouraged to hear the robust system that is in place and appreciate the work that has already gone into this and will be needed over the coming weeks to implement this rigorous approach.
- Margaret, Chair of the PC, asked the parents present again to consider taking on the role of Chair in the near future. Margaret is unsure of the time she has left as a parent at the school with her child coming to the end of S5. The post of Chair is required to be filled by a parent with a child in the school. Margaret suggested this could be a shared role and would not be too onerous as some of her duties could be shared out. The working relationship with the Ms Murison and the Chair is proactive, two way and always pupil centric. Margaret urged everyone to think about it as it would be ideal to have someone in place by the end of the school year, but the position could be shadowed alongside Margaret if her child remains at Grammar next year.
- Amy attended the Parental Engagement meeting with Donna Cuthill from ACC and noted that all 4 parents in attendance were from Aberdeen Grammar.

Date of next meetings:

24th March 2021
2nd June 2021