

Tynecastle Parent Council Meeting

Date: 13th January 2015

Attendance:
Tom Rae-Head Teacher, Sue McKendrick-Chair, Angela Bell-Deputy Head, Ros Marshall, Morag Thomas, Gail Fairgrieve, Caroline Astor, Beatrice Bryant, Jane-Anne Dodds, Charlotte Wilson & Mary Gray from "Place2be"
1. Apologies:
Claudia Esslinger, Ali Grieve, Karen Robertson, Anne Ambler

Item	Discussion key points	Action Points
2. Approval of minutes	Minutes approved	
3. Ceramic Poppies	School have received the 3 Ceramic Poppies that were ordered. The CDT Dept are mounting them on a wooden base. Suggested displaying them during month of remembrance	
4. A Place for Parents	Mary Gray, invited speaker from Place2be gave a presentation about her role in the school, offering a counselling service for parents. Tynecastle is the first High School in Edinburgh to benefit from this service. Mary receives referrals from Sarah Haywood - Place2be student services or self-referrals. Mary can make an immediate assessment and sessions usually last 1hr and are totally separate from the students sessions. Mary also has lots of contacts in other services. Funding is received from large, external companies including NHS, National Lottery, M&S and Robertson Trust. Mary's office is opposite Sarah Haywood's, on the first floor (contact her by emailing mary.gray@place2be.org.uk or phoning 07515587432 to make an appointment).	
5. Pantomime	Pantomime was a great success and was enjoyed by all. A DVD is being produced and will be given to all cast members. The impromptu singing before the performances was good fun. The Tuck shop was very busy and sold out of water very quickly. Raffle was run by the HE dept. Suggested a tombola for next year or combining forces to run a bigger raffle with HE department (if under our license could sell tickets more widely).	
6. Raffle License	PC Constitution Document is needed to complete License application. Caroline retyped it in order to have an electronic copy (to be uploaded on website). Sue and Morag have signed Caroline's copy in case this is needed for application for a new bank account. Donations of Raffle prizes are needed for the Burns supper. Chocolates/sweets are preferable to Wine. Sue has written to theatres asking for donations of tickets	Caroline to complete license application. Sue to confirm constitution is OK and to email copy of constitution to Eileen for uploading to website.

	for Burns supper or Summer Fair raffles. Cloakroom tickets will be used for this Burns supper. Caroline has left-over books and will buy more if needed	Caroline to check cloakroom tickets
7. Treasurers Report	Balance on 13 th January 2015 is £2887.78. Panto Tuck shop cash is also still to be paid in making actual balance approximately £3000 We agreed to invite new funding requests from clubs and school departments for next meeting on 3 rd March We also plan to change the Parent Council bank account from the TSB. Caroline offered to get the necessary paperwork.	Angela/Tom Caroline
8. Headteacher's Report	Please see foot of these minutes for full Head Teacher's Report	
9. Burns Supper	<ul style="list-style-type: none"> -Tickets are on sale from School Office, a letter/order form is being circulated, Adults £12.50, Students £8.00 -Event is also being advertised on the website, on Facebook and with posters around the school. A3 posters to be provided to all cluster schools. Suggested putting laminated posters on school gates -School Caterers confirmed at £7.50/head for haggis, neeps and tatties and Tea/coffee. Donations of tablet welcome. - Donations of homebaking and raffle prizes also requested. Please include a small list of ingredients for baking, especially if item contains nuts -Roundhouse Ceilidh band booked -Tom has received the Bar license. Wine, beer, soft drinks and crisps (no spirits) for sale. A member of the SMT will be present at the Bar at all times. -Louise and Ros have offered to buy drinks and ice. -Sue has 4/5 volunteers to help set up on the day from 12.15 onwards. Angela proposed student helpers if required -Beatrice offered to help clear up afterwards and Louise may be able to do glass washing -Sue suggested a Burns Bingo on arrival with small prizes -Angela offered to help Sue with table allocations -Angela and Tom have organised the speakers and hospitality staff for service -Student ideas included prize for 'Best Traditional Dress' and moving band into Drama studio to make more room -Pizza for helpers, need to confirm if school caterers are providing or buying ourselves 	<p>Sue/Angela</p> <p>All</p> <p>Louise/Ros Sue</p> <p>Beatrice/Louise</p> <p>Sue Angela/Sue</p> <p>Sue/Angela/Tom</p> <p>Sue</p>
10. Fake that	The prison Officers Club in McLeod Street and Fake That Tribute band are booked for Friday 25 th September	
11. Storage	The storage cupboard has been ordered and Angela needs to sign the cheque. It will be delivered, fully	Angela

Cupboard	assembled to front door of school. To be installed in the downstairs meeting room	
12 Stocktake	Caroline and Gail have done a stocktake of remaining PC goods and equipment. Need to find the tartan tablecloths, fairy lights and candle-holders for burns supper	Sue
13.AOB	-Error in action in last minutes - it is Tom (not Ros) who is following up on Fundraising from Rotary club. -Jane-Anne suggested contacting the new STV Edinburgh TV Channel for promoting all events at school. SMT to make contact and create links	Tom Angela/Tom
PC Meeting Dates for Diary [Tuesdays 7-8:30 pm]:		
3rd March - Community Wing: Claudia Esslinger and Jim Young: Gala Day/School Fair;		
28th April - Sarah Haywood: Place 2 Be Student services;		
2nd June -AGM (with refreshments)		
Other Key Dates (Taken from Calendar on Website):		
26 th + 29th Jan: S2 Consultation and Information evenings		
Fri 30th Jan: Burns Supper with meal, entertainment and ceilidh		
Sat 13th June: School Fair		
25 th Sep: Fake That		

Head Teacher's Report

13th January 2015

Staffing update

- Ms Fleming has replaced Ms Welsh in Art & Design (Maternity)
- Ms Sharp, DHT has now moved to Liberton
- Mrs Barry has left
- Council staffing freeze now in place for all unpromoted staff permanent appointments

Attainment /Achievement

- Mentoring programme started. Parents involved all contacted and briefed
- Most in S3 awarded John Muir in December ceremony
- LAC (Looked after Children) receiving special emphasis – supported by Mrs Cheung. This is a council priority
- Attendance continues to be above council measure (90%) for all year-groups
- Very positive Positive Destination feedback from the city co-ordinator

Learning & Teaching

- All S4-6 have benefited from a session on Home Learning delivered jointly in PSE by PSL and a member of the senior team. Clear expectations set out. Detailed support for parents offered from all faculties, including hand-outs, at S4-6 Parent Consultation evenings last term. Will now be targeting S3 with same initiative in January.

Curriculum

- Learner review process underway for transitions and S2, S3 and S4 into S5 course choice
- Mrs Bell and Mr Rae exploring new time-table implications of Wood Commission report for vocational education

Management issues

- Budget. Currently projecting a balanced budget
- Currently preparing Exam Leave guidelines for May to ensure in line with new CEC guidelines. There is no exam leave for prelims
- Also developing our second Meaningful May programme for those students not entitled to exam leave

School Life Developments

- Very successful 2014 pantomime, The Snow Queen. Even more students involved. Live singing for the first time a big success.
- Term 1 newsletter on website. Hard copies available on request.
- WW1 play extract performed to students who went on recent Battlefields visit. Full performances this week, matinee and Friday night. Tickets on sale at door.
- Global Citizenship S1 Project, Changing Habits for Good (joint with cluster). Workshops to all in S1 led by Mr Call last term.
- New Global Project being planned with CEC and external partners. Will be exploring the ethics of the Panda loan. Targeted at S3. For summer term.
- S6 Physics team attended Strathclyde University residential on a research challenge project last week
- Go4SET S3 Science project team up and running. Visit to the Distillery this week
- Lots of Charity and community work in December (Food Parcels, fund-raising etc.)
- RO assemblies on Gifts at Christmas theme. House assemblies on the theme of Food Banks. Modern Studies senior class also visited a food bank in December
- Dance Class performing at Dance Quest in Festival Theatre on Wednesday 14th January