



**WALLACE HIGH SCHOOL PTN MEETING Incl. AGM**  
**30<sup>th</sup> May 2017 at 7PM - NOTES**  
**Wallace Room, Wallace High School, Stirling**

**Attendees:**

Scott Pennock (Head Teacher) - SP  
 Donna Harris (Deputy Head) - DH  
 Wendy MacKinnon (Chair) - WM  
 Eve Kidd (Treasurer) - EK  
 Janice Morgan-Singh (Communications Co-ordinator) - JMS  
 Alison Gow (Ochil House Rep) - AG  
 Tor McKay (Secretary) - TM  
 Janet Laverty (Fundraising) - JL  
 Jackie Gee-Faulkener (Committee Member) - JL  
 Moira-Ann Jack  
 Sharon Welsh  
 Jacqui Wardrop  
 Jose Mota Velasco

**Apologies:**

Rachel Metcalfe (Fundraising) - RM  
 Karen Morrison

Agenda Items:	Action:	Who:
<b>1. Welcome and Introductions:</b> Chair opened the meeting at 7pm thanks and introductions made.	Chair	WM
<b>2. Apologies:</b> Apologies given and accepted (as above).	Chair	WM
<b>3. Secretary position:</b> Special 'thanks' given (in absentia) to outgoing Secretary (Colleen Swagar), new Secretary appointed (Tor McKay)	Chair	
<b>4. Treasurers Report:</b> <ul style="list-style-type: none"> <li>• Treasurer confirmed a balance of £1482.38.</li> </ul>	Treasurer	EK
<b>5. Ochil House (OH) Report:</b> <ul style="list-style-type: none"> <li>• <u>Transition:</u>                *4 Primary 7 pupils' transitions in course, supported by Artlink Project.                *5 Senior Leavers' transitions going well, all with positive destination packages. Includes access to: FV College 'Green Routes', RNIB Centre (Bishopbriggs), Riverbank Centre (Stirling), Camphill (Blair Drummond), Capability Scotland (Perth), and ongoing support from Ochil House facility for the young people with severe/complex needs.</li> <li>• <u>Recent Events:</u>                *10<sup>th</sup> May – FV Disability Sports championship (20 participants)                *19<sup>th</sup> May – Pupil's 18<sup>th</sup> Birthday Party / 10 Pin Bowling (lots of fun!)</li> <li>• <u>Forthcoming Events:</u>                *6<sup>th</sup> June – S6 Prom (Dunblane Hydro)                *8<sup>th</sup> June – Ochil House coffee morning with music therapist from Nordoff Robins attending as 'guest speaker'.                *9<sup>th</sup> June – Blair Drummond Safari Park trip (Group 1 YP)                *14<sup>th</sup> June – Stirling Rotary Kids' Day Out (Bridgehaugh)                *15<sup>th</sup> June – Junior Awards ceremony                *16<sup>th</sup> June – Ochil House Bike Relay (fundraiser for Garden Imp.)                *22<sup>nd</sup> June – Trip to Highland Show (Ingliston)                *23<sup>rd</sup> June – McLachlan Games                *27/28<sup>th</sup> June – School Show 'Hairspray' (1 pupil from OH in the production)</li> </ul>	Ochil House Rep.	AG

<p><b>5. Ochil House report (cont.):</b></p> <ul style="list-style-type: none"> <li>OH Teachers' Meetings: <ul style="list-style-type: none"> <li>*Next year's Groupings being discussed, to establish most effective use of staffing resources.</li> <li>*Robbie Williams award: 1<sup>st</sup> year this will be presented (Senior Awards/Sept.)</li> <li>*55 pupils have supported OH exceptionally (1 with paired reading time, 2 as Play Unified Ambassadors)</li> </ul> </li> </ul> <p>"Once again, on behalf of the PTN I would like to express our sincere thanks to all Staff/Visiting Specialists and Volunteers, working with Ochil House to create positive, caring, special and unique learning environments for our Ochil House young people, and look forward to more positive experiences and opportunities next session!"</p>	Ochil House Rep.	AG
<p><b>6. PTN Summary YTD Activities Report:</b></p> <ul style="list-style-type: none"> <li><b>Uniform 'swap-shop':</b> In course of being established. More details will be communicated (eg: donation guidelines, where, and when)</li> <li><b>Department Funding:</b> (£450) made available to Faculties to boost departmental resources.</li> <li><b>Feedback:</b> Online parent/carer survey launched, to help find out what the PTN can do better, and what parents hope that the PTN will achieve.</li> <li><b>Activities Day:</b> supplied treats to 50 pupils who remained within school – providing a 'cinema' styled experience, enhanced by popcorn, juice, ice-creams and chocolate bars supplied by PTN.</li> <li><b>PTN Constitution:</b> re-written to reflect the current team, including new roles (Ochil House rep, and Pupil representation – Head Boy and Girl)</li> <li><b>Annual Sponsored Walk:</b> helped Marshall at this fundraiser round the Uni.</li> <li><b>Networking:</b> attended several meetings &amp; training sessions, working with other Parent Councils locally.</li> <li><b>School Events:</b> supported various events, providing refreshments, generating more funds to invest back into the school.</li> <li><b>Active Kids Vouchers:</b> re-established Sainsburys Voucher collection, specifically looking to support the Home Economics department through this scheme.</li> <li><b>Satellite Events:</b> Linked up with local primary schools in a bid to meet with parents/carers who otherwise may struggle to get along to meetings held at the school. <ul style="list-style-type: none"> <li>*Upcoming events: 7<sup>th</sup> June = Internet Safety / Cornton Primary at 7pm</li> </ul> </li> <li><b>Yearbook:</b> donated funds to ensure every S6 leaver received their own copy.</li> </ul>	Chair	WM
<p><b>7. Deputy Head Teacher's Report:</b></p> <ul style="list-style-type: none"> <li><b>Junior Awards:</b> Pupils finishing S1 and S2, awards will be made for those who have consistently demonstrated Values / Academic Excellence</li> <li><b>Colours:</b> Only 'full' colours will be awarded going forward, and will be presented at: Sports Excellence, S3 Graduation, and Senior Awards events. Colours are awarded for 'commitment to school'. Eligible pupils will receive a badge (Junior) or Colours Tie (Seniors).</li> <li><b>S3 Graduation:</b> introduced this year with good success. Held during school day, enabling pupils to attend who otherwise might not manage.</li> </ul>	Deputy Head Teacher	DH
<p><b>8. Head Teacher's Report:</b></p> <ul style="list-style-type: none"> <li><b>School Improvement Plan (SIP):</b> This plan is pulled together using both Parental and Pupil feedback (surveys, class feedback), and encompasses whole school performance. This plan will be updated and available via the school website: <a href="#">link</a>. Key focus is around quality assurance, and also on consistency, tracking and monitoring.</li> <li><b>UCAS:</b> Senior Pupils reminded to ensure that they contact College/University as may be required should they drop any critical subject linked to unconditional offers.</li> </ul>	Head Teacher	SP

<p><b>Head Teacher's Report (cont.):</b></p> <ul style="list-style-type: none"> <li>• <b>Individual Faculty Plan (IFP):</b> the SIP is supplemented by the IFP (for example, Ochil House Plan, Pupil Support Plan, etc) While the SIP is 'statutory' therefore will be published on school website, the IFP is not statutory, however is available on request. The IFP and the SIP both link to the key priorities set out in the <a href="#">National Plan</a>.</li> <li>• <b>Pupil Equity Fund (PEF) and Attainment Challenge Fund (ACF):</b> School actively engaged with both means of funding. PEF = funding allocated to schools, targeted at those children most affected by the poverty related attainment gap, ACF = achieving equity in educational outcomes by ensuring every child has the same opportunity to succeed. Parliament have committed this funding for the next 4 years, however it is only guaranteed for 1 year. Allocations will be confirmed at next PTN (31/8)</li> <li>• <b>Home Economics:</b> School currently subsidise this faculty by £8,000 per year, which is not sustainable. Provision will be made to ensure those unable to fund this course continue to access.</li> </ul>	<p>Head Teacher</p>	<p>SP</p>
<p><b>9. AOB:</b></p> <ul style="list-style-type: none"> <li>• <b>Uniform:</b> Uniform does not need to be purchased through Logo Express, though this is currently the preferred supplier working in partnership with WHS. Concern raised that PE kit available via Logo Express is not fully explained, with focus given to Nike branded kit. Concern also raised around time taken.</li> <li>• <b>Science Department:</b> Proposal under review with regard to Bee Keeping.</li> <li>• <b>50/50 Club:</b> details will follow shortly, fundraising proposal. Licence required being organised.</li> <li>• <b>Car Parking congestion:</b> issue continues around double parking, and cars parked in drop-off zones. No simple solution, however School in conjunction with PC Brown will monitor.</li> <li>• <b>Ceilidh:</b> Band booked for November 17<sup>th</sup> 2017</li> <li>• <b>Deputy Head replacement:</b> Appointment confirmed - Craig Downie will be replacing Hazel Ritchie.</li> <li>• <b>Stirling Marathon:</b> flagged that there may be potential to support next year and earn £25 per head in doing so. Future fund raising idea.</li> </ul> <p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>- Use next issue of Newsletter to highlight two PE kit options available.</li> <li>- Also use Newsletter to highlight Home Economics cost to school.</li> <li>- Engage with Catering staff for their support at Ceilidh.</li> </ul>	<p>Chair</p> <p>Head Teacher Chair</p> <p>Chair</p> <p>Chair Deputy Head</p> <p>Treasurer</p> <p>Chair Chair PTN</p>	<p>WM</p> <p>SP WM WM</p> <p>WM DH</p> <p>EK</p> <p>WM WM t.b.c.</p>
<p style="text-align: center;"><b>Date of Next Meeting:</b> Thursday 31<sup>st</sup> August 2017</p>		