



WALLACE HIGH SCHOOL PTN MEETING

27th August 2020 at 7PM

Online via Google Meet

Attendees:	
Emma Torrance, Chair	Donna Harris, Depute
Scott Pennock, Headteacher	Eve Kidd, Treasurer
Janice Morgan-Singh, Communications	Kate Buchanan, Uniform Bank
Rachel Blackburn	Tor McKay
Karen Morrison	Karen Dunn, Secretary
Sandra Sankey	Valentina Bold
Fiona Atkinson	Shubhanna Hussain-Ahmed
Darius Musielak	Emma Kirk
Lesley Sexton	Rhona Bree
Tor McKay	Sarah Zipp
Yvonne Huntly	Kerstin Schulz
Sarah Traynor	Hazel Young
Morna Sands	
Apologies:	
Alison Gow due to technical difficulties logging into meeting	Jen Tervit McDonald
Sandra Ferreira	Pauline Drummond

Agenda Items:

1. Welcome and Introductions:

The Chair opened the meeting at 7.15pm, thanks and introductions were made, known apologies given. The Chair also stated that future PTN meetings would be an hour long instead of 1.5 hours. The next PTN meeting will be held in November. The first half an hour of the meeting will be the AGM and the second half will cover the rest of the agenda. The PTN introduced themselves. Mr Pennock introduced himself along with Donna Harris, depute of 3rd and 4th year pupils.

2. Approval of Previous Meetings:

- Chair informed the group that the previous meeting minutes can be found on the PTN website and that the minutes were emailed by the secretary to the parents and carers who are on the PTN database.
- Chair reported that during the June meeting Mr Pennock informed the officers that there were plans in place to cover the various possibilities of a school opening in August. He also said that IT equipment was distributed to all pupils who needed it during the school closure.
- Chair suggested that the PTN AGM be postponed until November 2020 and everyone agreed.
- Kate seconded the PTN meeting minutes from 4.06.20 and Eve seconded the PTN meeting minutes from 14.01.20.

3. Treasurer's Report:

Overview of 2020 Accounts provided by Treasurer:

- Balance: **£1837.00** once cheques are cleared.
- Eve asked Mr Pennock and Mrs Harris for requests to spend the funds held by the PTN.
AC: Mr Pennock will look at equity resources and personalised support needs. There may also be some requests from school clubs and Schools of Sport. He will also discuss it with Mrs Harris as there may be some funds needed for awards.
- £450 received in prize money. £120 received from Uniform Bank donations and Kate has some cash to give to Eve.
- Mrs Harris reported that the remaining tuck shop items were given to the S6's to help them celebrate their last day of school.

4. Uniform Bank:

Chair thanked Kate and Janice for their hard work running the uniform bank throughout the summer. Janice queried the uniform bank logistics at school due to restrictions. Mr Pennock explained that the former storage area is currently being used as an isolation room for anyone showing covid symptoms. The uniforms are now stored in the back of the theater room. He could allow a controlled access to Kate and Janice to the uniform bank. Kate suggested that the uniform bank could be set up outside on the school grounds and Mr Pennock agreed. Kate reported that Preloved Stirling, a uniform bank based in Stirling, has not been open during lockdown and has not reopened. She explained that she has been in contact with St Ninian's PS uniform bank about joining up with other school uniform banks to create a uniform hub particularly due to Kate's work with Zero Waste Scotland and Janice's social care background. Tor asked if a school enterprise/creative industry project could be set up to turn left over uniforms into masks.

- **AC:** Kate and Janice will give their expenditures to Eve for reimbursement and will arrange a meeting to discuss a uniform hub, ideas around recycling uniforms and will discuss how the pupils will be able to exchange uniform items.

5. Headteacher's Report/Ochil House Report:

Mr Pennock began by saying that it had been great to welcome everyone back to school and that it was fantastic to populate the building again with young people. He thanked all parents and carers for their support during a very challenging period. He also stated that attendance was very strong in week 1 sitting at 95.3%.

- **Ochil House Update:** Staff and young people in Ochil House are glad to be back in school and into a new routine.
 - We have welcomed 6 x new S1 pupils and a new S3 pupil, who has joined Mrs Wilkes' group.
 - Mrs Robertson is supporting with teaching staff in Ochil House just now pending a permanent additional advert going out from the local authority.
 - The roll is now 33 pupils.
 - We now have 2 x groups based in the mainstream school: Mrs Wilkes' group in Social Subjects and Mrs Gunn's S6 group in RMPS/HWB corridor as we are 'growing' as a provision but there are Stirling Council plans to increase capacity across the ASN estate and Bryony Monaghan will be engaging with parents on this soon.
 - A key challenge just now for Ochil (and mainstream) pupils is that we have restriction to timetabling caused by activity restrictions that will, hopefully, ease as we get permission to re-access the pool; indoor PE etc. The team have been trying to get pupils out and about on bikes and for outside games etc. at key points in the meantime. We hope college provision and Green Routes will resume shortly but we await updates on exact dates for this (for certain individual pupils).
 - Fiona, parent of Ochil House pupil, asked if temperatures could be checked for Ochil House pupils. Concern was expressed for the well-being of the pupils and Mr Pennock stated that strict protocols were being followed to protect the pupils so it wasn't necessary to check temperatures. There are two thermometers in the school which could be used to check any individual pupils who felt unwell. He also stressed that there was no mixing of pupils and staff between Ochil House and the main school.

- **Staffing Update:**
 - We said farewell at the end of the session to 2 x SLAs (Mrs Nicoll and Mrs King) and two of our most experienced members of staff: Mrs Buchanan (Pupil Support and Computing) and Mr Winton (Computing). We also said farewell to Mrs McBride in Biology and Mr Thomson in English, both Probationers who have taken up new posts.
 - We have welcomed Mr Graham into Computing as our new full-time permanent Computing teacher and he is joined in that department by a Probationer, Miss Chen.
 - We have also welcomed Mrs Adams as a new permanent teacher in Maths, Mrs McDonald as Teacher of Art (temp) and the following Probationer teachers: Miss Shimmons and Mr Scobie in Social Subjects; Mr Wood in Biology; Mr Goodlad in PE; Miss McDonald in Art; Mr Whalen in Design & Engineering; and Miss Thomson in English.
 - We have also welcomed Miss Winroth and Mrs Mitchell as SLAs and a new full-time school mental health counsellor, Mrs Carol Traynor.
 - The local authority has supported us with Covid 19 funding for an additional 2.5 general cover teachers.

- **Timetable Rationale:**
 - We have timetabled with a 'clustering' of subjects where possible this session and retain an ability to fold to 50% or 33% with no impact on course options/SQA courses. Hopefully there will be no need to do this.
 - We have compromises in junior school because of this but it does allow us to access our full curriculum.

- We are working on looking at any issues we can resolve here (some ‘triples’ that are more challenging) and have issued HWB protocols about the class teacher managing ‘breaks’ in learning and HWB walks etc. where pupils are more static some days (this is only generally the case on one day for a given group). In totality, however, it is important to note that we have had to look at clusters and groupings and minimising movement because we have a public health imperative.
- The COVID-19 Advisory Sub-Group on Education and Children’s Issues has published scientific advice on physical distancing in schools. The advice states:

41.: *“In both primary and secondary settings, the preference would always be to avoid large gatherings and crowded spaces and, wherever possible, to keep children and young people within the same groups for the duration of the school day. In giving this advice we recognise the practical challenges. Where possible, timetabling should be reviewed to reduce movement of groups of pupils around the school estate as much as possible.”*

- **SQA:**

- We await SQA clarification on any course adjustments in the session ahead. All schools will have a great emphasis this year on banking assessment evidence but also maintaining aspiration for all our young people. We will update families when we have clarity on any changes from SQA.
- The current statement from the SQA is that exams are in place unless Covid cases increase drastically. The school will need to restrict parents’ evenings and will need to create a revised calendar and will provide parents with frequent, brief updates providing information and feedback about pupils.
- Tor asked if the UCAS information evening normally held in the evening in September will still be held in some way. Mr Pennock explained that he will meet with Mr Downie and Mrs Christie to discuss the format as it is important to share the information with pupils and parents. The faculty leaders will be asking teachers to collate FAQ and a report to help support National 4 and 5 students with information, plans and supported study beyond October.
- Lesley asked about exams being held after each unit or some kind of subject information sheet to assist pupils in monitoring their progress. Mr Pennock suggested that we need to keep reminding our young people that they need to be mindful of consistently working hard and that learning and progress take time, usually the whole school year.

AC: Mrs Harris said she would share Lesley’s query with the curriculum leaders’ team.

- **Trips and Extra-Curricular:**

- We will be able to have domestic trips this session but only in a certain, controlled form. There will be no residential foreign excursions this year. Genuine apologies that some refunds have taken longer - this has been due to getting money from the travel companies but these should now all be with parents. If not, parents should contact the school and we will resolve this.

- **ICT Update:**

- ScotGov and council/school funded Chromebooks are in the process of being rolled out to year groups (S4-6 and then new S1 – including Ochil House).
- Network upgrade in school has been completed.
- Infrastructure improvements will bolster our digital capacity going forward regarding connectivity and learning.

- Stirling Council's main platform for schools is Google Classroom and will continue to use this platform in the future.
- The school has permission for classroom casting and prerecorded lessons being accessed by the pupils.
- The staff have had to learn a great deal about ICT and have had more training and are using this knowledge to teach and support pupils. It will be useful if blended learning is implemented.
- Emma asked how pupil absences will be planned for and supported when they are missing school. Mr Pennock stated that the pupils who are at home but not ill will be supported with technology and they might be able to connect online. All teachers are being given laptops that can cast.
- If any parents/carers have questions about pupils on staged intervention then they should contact the school.

- **Face Coverings:**

Scottish Government instructions regarding face coverings are as follows:

"Face coverings [Note: updated effective from 31st August 2020]

79. The Advisory Sub-Group on Education and Children's Issues has provided updated advice on the issue of face coverings in schools, in light of the latest scientific evidence and the advice of the World Health Organisation, which was published on 21st August 2020.

The advice notes that the volume of evidence supporting the initial scientific position on a key benefit of face coverings (protection of others from infection by the wearer) has grown. There is also emerging evidence to suggest that the wearer of a face covering can be protected.

81. This section of the school reopening guidance has been updated in light of the advisory group's updated advice, and the feedback received from stakeholders on the early experiences of school reopening.

82. A definition of face coverings (which should not be confused with PPE) can be found here. Use of face coverings in the circumstances set out in this guidance should be seen as just one mitigation within a package of measures. The other mitigation measures in this guidance, including physical distancing for adults, environmental cleaning, personal hand and respiratory hygiene, grouping of young people and maintaining distancing between young people in secondary schools where possible, remain vitally important.

83. Anyone (whether child, young person or adult) wishing to wear a face covering in school should be permitted to do so.

84. Some individuals are exempt from wearing face coverings. Further information on exemptions can be found in wider Scottish Government guidance.

85. Face coverings should not generally be required in classrooms or other learning and teaching environments. However, face coverings should be worn by adults where they cannot keep 2m

distance and are interacting face-to-face for a sustained period (about 15 minutes or more) with other adults and/or children and young people.

86. Face coverings should also be worn in the following circumstances (except where an adult or child/young person is exempt from wearing a covering):

- where adults and young people in secondary schools (including special schools and independent and grant aided schools) are moving about the school in corridors and confined communal areas (including toilets) where physical distancing is particularly difficult to maintain; and

- in line with the current arrangements for public transport, where adults and children and young people aged 5 and over are travelling on dedicated school transport (see School Transport section).

This approach reflects precautionary judgements based on the latest scientific advice and the experience of school reopening to date. It is limited to the specific environments identified above for the following reasons:

- These are areas where mixing between different (age) groups is more likely, increasing the potential for transmission of the virus;

- Experience and feedback has demonstrated that crowding and close contact in these areas is more likely, and that voices may be raised resulting in greater potential for creation of aerosols;

The scope for effective ventilation is often less;

- There are less compelling counter-balancing arguments regarding the potential impact of face coverings on educational outcomes in these areas of the school estate; and

- For school transport, the adoption of an approach to face coverings applying to children and young people aged 5 and over will be consistent with the current approach on public transport.

87. Face coverings may also play a particularly important role when prevalence rises, and their use may be increased in specific local contexts on the basis of risk assessments and local factors, including as follows:

- Local Incident Management Teams may recommend a further strengthening of the use of face coverings in other areas of the school (e.g. classrooms) when dealing with local outbreaks (see Outbreak Management).

- Individual local authorities and secondary schools (including special schools and independent and grant aided schools) may wish, following the relevant local authority processes and appropriate risk assessment and consultation with school communities, to consider strengthening the use of face coverings in other areas of the school (e.g. classrooms) to address specific local circumstances (e.g. particular concerns or anxieties around distancing or confidence building in the context of local or wider outbreaks).

- An example of this local “stepping up” of measures may be the use of face coverings in secondary school classrooms where any form of distancing is impossible, in circumstances where increased community transmission is being seen.

88. In making any such local decisions on the stepping up of use of face coverings, it will remain vitally important to consider the potential impact on children and young people, including via the appropriate use of Equality Impact Assessments. The impact of wearing a face covering for learners with additional support needs, including any level of hearing loss, should be carefully considered, as communication for many of these learners (including hearing impaired young people) relies in part on being able to see someone's face clearly. This is also important for children and young people who are acquiring English and who rely on visual cues to enable them to be included in learning. Individuals who may not be able to handle and wear face coverings as directed (e.g. young learners, or those with additional support needs or disabilities) should not wear them as it may inadvertently increase the risk of transmission. In classes where any such impacts are anticipated and no alternative mitigations are reasonable, schools may wish to consider the use of see-through face coverings which are increasingly available. Some children and young people may need additional support/reassurance about the reasons for adults wearing face coverings.

89. It is vital that clear instructions are provided to staff and children and young people on how to put on, remove, store and dispose of face coverings in all of the circumstances above, to avoid inadvertently increasing the risks of transmission. The key points are as follows:

- Face coverings should not be shared with others.

Before putting on or removing the face covering, hands should be cleaned by washing with soap and water or hand sanitiser.

- Make sure the face covering is the right size to cover the nose, mouth and chin. Children should be taught how to wear the face covering properly, including not touching the front and not pulling it under the chin or into their mouth.

- When temporarily storing a face covering (e.g. during classes), it should be placed in a washable, sealed bag or container. Avoid placing it on surfaces, due to the possibility of contamination.

- Re-usable face coverings should be washed after each day of use in school at 60 degrees centigrade or in boiling water.

- Disposable face coverings must be disposed of safely and hygienically. Children and young people should be encouraged not to litter and to place their face coverings in the general waste bin. They are not considered to be clinical waste in the same way that used PPE may be.

Further general advice on face coverings is available [here](#).

There should be regular messaging from schools to adults and children and young people about these instructions. These risks must be considered when deciding locally whether to step up measures.

90. Local authorities and schools should consider carefully how to address any equity concerns arising from the use of face coverings, including in respect of the impacts on certain groups of pupils and the costs of providing face coverings for staff and children and young people. It is reasonable to assume that most staff and young people will now have access to re-usable face coverings due to their increasing use in wider society, and the Scottish Government has made available a video on how to make a simple face covering. However, where anybody is struggling to access a face covering, or where they are unable to use their face covering due to having forgotten it or it having become soiled/unsafe, schools should take steps to have a contingency supply available to meet such needs.

91. No-one should be excluded from education on the grounds that they are not wearing a face covering. See the section on Supporting the Wellbeing of Children and Young People for guidance addressing concerns regarding adherence to school policy or procedure.”

- Rachel asked how parents should submit exemptions for pupils not wearing masks. Mr Pennock replied that parents/carers can write to the school. The staff will be supportive of pupils not wearing masks. The school will run sessions with the pupils about wearing masks, safety and demonstrating respect and support to fellow pupils. The guidance teacher can speak to individuals about exemptions.
- 300 masks were donated to the school and if any pupils need one they can be given one. The school may be making them, too.

6. AOB:

- It was suggested to the group that if they have any issues or concerns that they should contact the school as the staff are always willing to help. The PTN are also available to offer support and happy to help. The Chair thanked everyone for attending and thanked Mr Pennock for hosting the meeting.
- Mr Pennock thanked the parents/carers for all of their support.

Date of Next Meeting: ?/11/2020

7pm – 8.00pm via Google Meet