



Kinross High School Parent Council  
 Kinross High School  
 Loch Leven Community Campus  
 Muirs  
 Kinross  
 KY13 8FQ

**Kinross High School Parent Council Ordinary Meeting**  
**Tuesday 19<sup>th</sup> September 2023**  
**7.15pm-9.00pm**

**Record of Meeting**

Attendees-

Euan Pirie (Chair), Susan Pirie (Secretary), George Reid (Treasurer), Sarah Brown (Headteacher), Cllr Dave Cuthbert (Co-opted member), Fiona Brand (Co-opted member), Nicola Carmichael, Stuart Younie, Angela Scott, Ann Marie Neave, Lisa O'Hare, Sadie Allan, Val Lockhart, Laura Paterson, Ewan Paterson, Sarah Hall, Louisa Robinson, Vicki Mclean, Elyse Kirkham, Graeme Verden Anderson.

Apologies- Graham Cox, Esther Kent, Eithne Middleton

	<b>Item</b>	<b>Outcome</b>
<b>1</b>	<b>Welcome/ Introductions</b>	<p>EP welcomed all members and ordinary members, Cllr Cuthbert and Fiona Brand. He explained the re-formation of KHSPC and shared its work since June:</p> <ul style="list-style-type: none"> <li>• Agreed updated constitution compliant with Connect guidance and law.</li> <li>• Office bearer/member elections. KHSPC now have 3 office bearers, 10 ordinary members, 2 co-opted members (Cllr D Cuthbert representing Kinross Community Council, Fiona Brand representing Additional Support Needs).</li> <li>• Signed up to Connect newsletter and Developing the Young Workforce information.</li> <li>• KHSPC Handbook detailing all policies and procedures established and published.</li> <li>• Discussions around ways to increase reach to parent members resulting in a monthly Kinross Newsletter article, a Linktree page to all KHSPC documents (<a href="mailto:linktr.ee@kinrosshsparentcouncil">linktr.ee@kinrosshsparentcouncil</a>), a suggestions/comments box to be used at meetings and contact forms at events. These are all in addition to KHSPC email and Facebook page. Hybrid meeting still to be investigated.</li> <li>• Contact with Active Schools Co-ordinator, Cath Devanny, to work with KHSPC. Importance of the culture of sport in school on pupil wellbeing.</li> </ul>
<b>2</b>	<b>Aims and Objectives for 2023-4</b>	<p>Set by office bearers to be measurable and accountable to the Parent Forum. Objectives structured over three themes and are broad to allow KHSPC to be reactive to needs and priorities as arise:</p> <ul style="list-style-type: none"> <li>• <b>Build strong engagement with the Parent Forum:</b> Represent the views/experiences of parents, engaging with parents to identify priorities and actions for KHSPC.</li> </ul>

		<ul style="list-style-type: none"> <li>• <b>Help to Improve the Pupil Experience:</b> Support school using the above through its improvement planning and encourage links between school, parents, pupils and wider community.</li> <li>• <b>Valuable use of KHSPC Funds:</b> Improve pupil outcomes through fundraising, parental involvement and spending funds constructively.</li> </ul> <p>Updates to be given periodically on progress against outcomes.</p>						
3	<b>Finance Update</b>	<table> <tr> <td>PC Admin account</td> <td>£2500</td> </tr> <tr> <td>Fundraising account</td> <td>£6600</td> </tr> <tr> <td>Further monies from blazer sales</td> <td>£2200</td> </tr> </table> <p>There has been no financial activity since the March 2023.</p>	PC Admin account	£2500	Fundraising account	£6600	Further monies from blazer sales	£2200
PC Admin account	£2500							
Fundraising account	£6600							
Further monies from blazer sales	£2200							
4	<b>Adoption of additional Ordinary members</b>	No additional ordinary members						
5	<b>Breakout for Discussion of Parent Forum priorities</b>	<p>Resulting discussions supported KHSPC key ideas in the following areas:</p> <p><b>Careers</b></p> <p>Parental involvement working with school at careers events, finding ways to share parent career information with school. Ideas included Reverse Parents Evening and possible video/audio/ short description of job and its opportunities to create bank of information for pupils. Tight timeframe to contribute to November Employability week. Suggestion by SB to run event in February prior to course choices being made. Discussion with KHS/PKC needed regarding suitable format for potential recordings.</p> <p><b>Sport</b></p> <p>Cultural focus on sport at KHS recognising health and wellbeing as a priority. An understanding needed of what sport is run by school. Look to build framework between community clubs and P.E department. Recognition for volunteers. Re-engage culture of sport to recognise individuals, promote peer encouragement. Reduce barriers to inclusion in sport. Taster sessions</p> <p><b>Fundraising</b></p> <p>Keen for a big initial event to increase funds quickly. KGV preferred venue before Christmas. Opportunity for Parent Forum to get to know each other.</p> <p>The meeting then broke into 3 groups and additional discussions included:</p> <ul style="list-style-type: none"> <li>• ASN support</li> <li>• DofE and John Muir award</li> <li>• Pupil engagement with KHSPC. Options include house captains attending meetings, pupil designed KHSPC logo, survey, pupil group to establish pupil priorities (including use of funds)</li> <li>• Access to laptops at school</li> <li>• Fundraising night themes: Pub quiz/race night/70's night</li> <li>• Phone use in school, especially classrooms.</li> <li>• Recognition of achievements in and out of school.</li> <li>• Building resilience through sport</li> <li>• Feedback at event other schools recognisable by kit but not KHS</li> <li>• Concern raised re senior pupils running clubs without adult support.</li> </ul>						

<b>6</b>	<b>Planning for Future Meetings</b>	<p>SB outlined her advisory role to KHSPC.</p> <p>Actions from discussions:</p> <ul style="list-style-type: none"> <li>• Establishment of sub-groups approved for: <ul style="list-style-type: none"> <li>• Sports-led by Stuart Younie</li> <li>• Careers-to be led by Ann Marie Neave</li> <li>• Fund Raising- to be led by Elyse Kirkham</li> </ul> </li> </ul> <p>Terms of reference to be written and all members who offered help for each area to be contacted.</p> <p>Each lead to work with sub-group to develop plan in line with break out discussions.</p>
<b>7</b>	<b>Any other business</b>	<ul style="list-style-type: none"> <li>• Thanks to KHS for successful Open Evening</li> <li>• SB to organise publishing of all future KHSPC ordinary meeting dates in KHS website. These are: 24.10.23; 21.11.23; 30.1.24; 27.2.24; 26.3.24; 7.5.24; and 4.6.24. SB advised additional provisional date of 19.12.23 unsuitable due to Christmas events.</li> <li>• Point raised re timing and notice of proposed school parent forum focus group. SB advised group meeting postponed.<sup>1</sup></li> </ul>
<b>8</b>	<b>Close</b>	

Any parent/carer who would like to become involved in any of the above initiatives, or to provide the Parent Council with feedback, please email [kinrosshsparentcouncil@gmail.com](mailto:kinrosshsparentcouncil@gmail.com).

Many thanks for your support

---

<sup>1</sup> Post-meeting update: The school Parent Forum focus group meeting has been re-scheduled for 26<sup>th</sup> October.