



**PERTH AND KINROSS COUNCIL
EDUCATION AND CHILDREN'S SERVICES**

**BERTHA PARK HIGH SCHOOL
Parent Focus Group Meeting**

**Room: 16, ICT Suite
North Inch Community Campus
On Thursday 22 February 2018, 6.45-8.00pm**

Minute

Present:

Representation from:

Oakbank Primary School, Dunbarney Primary School, Ruthvenfield Primary School (2 parents), Forgandenny Primary School (2 parents) and Auchtergaven Primary School

Rodger Hill (Head of Education Secondary and Inclusion), Stuart Clyde (Headteacher) and Lesley Lennon (Education Support Officer).

| What | Who | When |
|---|-------------------------|---------------------------------|
| <p>1. Welcome and Introductions Rodger Hill welcomed the parent representatives to the meeting and introduced Stuart Clyde (newly appointed Headteacher of Bertha Park High School). Introductions were made.</p> | | |
| <p>2. Apologies Parents from Forgandenny, Methven, Oakbank and Oudenarde</p> | | |
| <p>3. Minutes of last meeting The draft minute of Thursday 14 December 2017 was agreed.</p> | | |
| <p>4. Matters Arising Lesley shared a final draft of the remit/roles and membership of the Parent Focus Group (see attached). These were approved.</p> <p>Bulletin 1 was distributed to the group at the start of February for comment. This has been added to the pkc.gov.uk webpage site and was distributed to schools directly.</p> <p>Data Protection Lesley explained that new General Data Protection Regulations come in to force in May 2018. Lesley had sought some advice regarding the sharing of personal details, such as e-mail addresses, amongst the group.</p> <p>Action 1- parents were asked to complete a privacy notice form to allow their preferred contact details to be held by the Council during the running of the Parent Focus Group.</p> <p>Action 2- the parents can set up their own communication channel(s) separately if this is something the group wants to do.</p> | <p>LL</p> <p>Parent</p> | <p>22.02.18</p> <p>22.02.18</p> |

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| <p>5. Headteacher Appointment</p> <p>Rodger Hill introduced Stuart Clyde to the group. Mr Clyde is currently Headteacher of The Community School of Auchterarder and will take up post in April 2018.</p> <p>Rodger thanked two parents for their input during the recruitment process. Both parents felt that the recruitment process was robust and credited the questions and psychometric results in identifying Mr Clyde as the successful candidate.</p> <p>Action- Stuart indicated that his key priorities are meeting all stakeholders, visiting primary schools and establishing communication with all. An event is being planned for early May – see section 7.</p> | | SC | On-going |
| <p>6. Project Update</p> <p>Rodger and Lesley shared the following information:</p> <ul style="list-style-type: none"> • The building project is currently one week ahead of schedule. Rodger shared a photograph of the site taken on 21.02.18. • The adverts for Principal Teachers of Support for Pupils and Guidance are currently being advertised, with a closing date of 4 March 2018. The panel will be led by Stuart Clyde, alongside Fiona Robertson (Headteacher- Perth Grammar School), a member of the PKC Inclusion Team and a Peer Principal Teacher from another school. This timescale will allow both PTs to be part of the P7-S1 induction days. Both staff will be based at Perth Grammar School during 2018-19. • Some primary schools were able to attend the Perth Grammar School Christmas Concert. • A joint learning theme has commenced with all schools feeding in to Perth Grammar School in August 2018. The theme is “Building Our Community.” • The Senior Leadership Team/Pupil Support Team from Perth Grammar School are visiting all schools this term as part of the transition process. • Some decisions regarding colour palettes will need to be made in the near future. The Investment in Learning Team will support this process. • Interior plans will be shared with stakeholders. • Discussions concerning a street naming competition for Bertha Park are on-going. • The P7-S1 allocation process is underway and will be complete by 15 March 2018. From parental indications and information from Headteachers, we are anticipating that between 72-90 young people will be within the Bertha Park cohort at Perth Grammar School. <p>Transition Dates:</p> <ul style="list-style-type: none"> • Thursday 24 May – Perth Grammar School Cluster Transition Day • Wednesday 6 June – P7 parent evening at Perth Grammar School • Thursday 7 June/Friday 8 June – P7-S1 Induction Days | | | |
| <p>7. Future Parental Engagement Plans- Consultation</p> | | | |

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| | <p>A "Meet the Headteacher" event is planned for Wednesday 2 May between 6.45-8.00pm at 2 High Street, Perth. This will allow pupils, parents and other stakeholders to receive an update on the progress of the build and to share the plans of the building. Stuart will set out his vision for Bertha Park High School.</p> <p>ACTION - Lesley asked that members of the Focus Group give consideration to other information that would be helpful to be shared at this event. Parents can e-mail Lesley or ECSSchools@pkc.gov.uk with suggestions.</p> | LL | 29.03.18 |
| 8. | <p>AOB Discussion points/Queries:</p> <ul style="list-style-type: none"> • The timing of the move from S1 to S2 classes/curriculum usually takes place in June. A query was raised about how will this work for the children moving to the new school in August 2019. • Further information on how the curriculum will be timetabled at Perth Grammar School would be helpful. • Ideas for establishing a sense of community within Bertha Park- e.g. community events, partnerships with local businesses and local community groups. | | |
| 9. | <p>Date of Next Meeting: to be agreed following Meet the Headteacher event</p> | | |