



**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 31 May 2018, 7.00-8.15pm  
Agenda**

**Present: Carol Langton (Dunbarney parent), Paul Dailey (Ruthvenfield parent), Jill Rose (Ruthvenfield parent), Lindsay Galloway (Forgandenny parent), Alison Downie (Oakbank parent), Gary Bartlett (Auchtergaven parent), Emma Northover (Forgandenny parent); Rodger Hill (Head of Education Secondary and Inclusion), Stuart Clyde (Headteacher) and Lesley Lennon (Education Support Officer).**

What	Who	When
1. <b>Welcome and Introductions</b> Stuart Clyde welcomed the parent representatives to the meeting and introductions were made by all in the group.		
2. <b>Apologies</b> H Stuart (Methven) L McKechnie (Oudenarde) S Allan (Oudenarde) M Oliphant (Oakbank) B Curran (Oakbank parent) T Jackson (Pitcairn parent)		
3. <b>Minutes of last meeting</b> Date amended, plus two school changes made. The draft minute of Thursday 22 February 2018 was agreed.		
4. <b>Matters Arising</b> Most parents on the Focus Group have completed privacy notices as per GDPR requirements. Mr Bartlett had agreed to coordinate the group's own communication channel(s) via e-mail. Lesley thanked parents for submitting suggestions prior to the parental engagement event on 02 May 2018. The suggestions were really helpful.		
5. <b>Communication with wider parent body</b> Stuart outlined the following communication methods being used: <ul style="list-style-type: none"> <li>• pkc.gov.uk</li> <li>• Bertha Park Twitter (launched on 02.05.18)- we currently have 330 + followers</li> <li>• Generic e-mail account BPHS@pkc.gov.uk</li> <li>• Specific sign up link to be kept informed of any information being shared (97 people signed up) and to participate in consultations</li> </ul> A member of the parent body has contacted the generic email account and		

	<p>raised concern regarding the decision-making process within the Parent Focus Group and sharing of minutes of meetings. Rodger reiterated that the group is not a Parent Council/Forum. This cannot legally be constituted until Bertha Park High School physically exists.</p> <p>It was agreed that a section will be added to the pkc.gov.uk Bertha Park High School page to provide information about the group.</p> <p>Discussion took place about the possibility of setting up a Facebook page. If this was to go ahead, it would be run by and for the Parent Focus Group, not the school.</p> <p>Gary has the capacity to create a website for the Focus Group. This would be a temporary facility for communication and will direct people to the pkc.gov.uk page for information. Rodger has no objection to this</p> <p><b>Next steps</b>  <b>E-mail specific sign up link to all in the Parent Focus Group</b></p> <p><b>Temporary Parent Focus Group website to be created</b></p> <p><b>Arrange for Parent Focus Group section to be added to pkc.gov.uk</b></p> <p><b>School website to be created</b></p>	<p>SC</p> <p>GB</p> <p>LL</p> <p>SC</p>	<p>asap</p> <p>15.06.18</p> <p>asap</p> <p>Aug 2018</p>
<p><b>6.</b></p>	<p><b>Summary of parental suggestions</b>  Mr Bartlett provided a summary of suggestions (see attached). The group discussed the suggestions in more detail.</p> <p>The possibility of fundraising activities was discussed e.g. for school trophies, grand piano and other items. There is further work to be undertaken to determine the role of parent fundraising prior to the opening of Bertha Park High School.</p> <p><b>Action</b>  <b>Discuss with PKC Finance Team</b></p> <p><b>Determine whether there might be a role for the Parent Focus Group during the planned Robertson Open Doors Event in September.</b></p>	<p>SC</p> <p>LL</p>	<p>20.06.18</p> <p>28.06.18</p>
<p><b>7.</b></p>	<p><b>Establishing identity and culture</b></p> <p><b>Stuart has:</b></p> <ul style="list-style-type: none"> <li>• <b>Distilled responses from attendees from 02.05.18 into broad themes</b></li> <li>• <b>He has made links with Perth College who are happy to assist with design projects.</b></li> <li>• <b>He has sent a link out to get feedback from pupils and parents about the vision, values and aims.</b></li> <li>• <b>Scheduled a meeting with academic from Stirling University</b></li> </ul> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>• <b>Arrange workshop for parents to support vision, values, aims</b></li> </ul>	<p>SC</p> <p>SC</p>	<p>Feedback due 11.06.18</p> <p>tbc</p>

	<b>and curriculum models/structures.</b>		
<b>6.</b>	<p><b>Project Update</b> The build remains ahead of schedule. Stuart indicated that a number of colour decisions have been made to ensure timescales met. A “Topping Out” ceremony will take place to mark the fact that the building is wind and watertight. There will be media coverage of this.</p> <p>Robertson Construction indicated that they would like to participate in the PKC Open Door Event in September 2018. Members of the public will be able to visit the site, see plans and progress to date. Parents and pupils will be able to attend.</p> <p>Recruitment: Ms D Stead (Principal Teacher- Support for Pupils) and Mr J McMartin (Principal Teacher- Guidance) will take up post on 18 June 2018, based at Perth Grammar School. Mr Clyde will visit all feeder primary schools and Oakbank Primary to introduce the staff to the pupils.</p> <p>Once curriculum model is established, a recruitment plan will then take place: Sept/October - job advertisements Dec/Jan - interviews and appointments Successful applicants start in April 2019 April-June 2019 – teambuilding</p> <p>Pupil Learning The Robertson Reporter programme is progressing well. The children attended the Perth Grammar School Cluster Transition Day on Thursday 24 May as planned. A P7 parent evening is taking place at Perth Grammar School on Wednesday 6 June, where Mr Clyde will be in attendance. The P7 –S1 induction days will take place on Thursday 7 June/Friday 8 June</p> <p><b>Actions:</b> <b>Final P7-S1 transition events</b></p> <p><b>Liaise with Robertsons to confirm “Open Door” weekend event</b></p> <p><b>PTs and HT to visit primary schools</b></p>	<p>PGS</p> <p>LL</p> <p>SC</p>	<p>June 2018</p> <p>28.06.18</p> <p>June 2018</p>
<b>7.</b>	<p><b>Frequency of Parent Focus Group Meetings</b></p> <p>It was agreed that two meetings will be held in Term 1 2018-19. The first will take place end of August/start of September, followed by an October meeting.</p>	<p>SC</p>	
<b>8.</b>	<p><b>AOB</b> <b>Discussion points/Queries:</b></p> <p>1. There was a query regarding the likelihood of being able to recruit the number of staff required. Stuart and Lesley indicated that we have already had queries about the next round of posts to be</p>		

	<p>advertised from internal and external candidates.</p> <ol style="list-style-type: none"> <li>2. Some P7 pupils are keen to sign up for the School of Basketball at Perth Grammar School but are not sure what will happen when moving to Bertha Park. Further thinking about extra-curricular activities will be included in transition planning.</li> <li>3. A query was raised about the children having opportunities to participate in music groups e.g. orchestra. Stuart indicated that the central groups will be available alongside other possibilities e.g. inviting other school group to Bertha Park High School.</li> <li>4. Future capacity of building- Rodger explained that all new builds have the potential to be added to over time.</li> </ol> <p>Rodger thanked Lesley Lennon for her work in the role as Education Support Officer. Lesley leaves at the end of term to take up a secondment with Education Scotland.</p>		
<p><b>9.</b></p>	<p><b>Date of Next Meeting:</b> tbc- end of August/start September</p>		

DRAFT

## APPENDIX

### Bertha Park Focus Group – Summary of parental suggestions

**Video blog (vlog) between current P7's** – We really liked the short vlogs from the 2 new PT's at the recent open event and wonder if the current P7 classes could do something similar and share them with the other feeder schools? For example, a short intro from each kid and then a bit about what they are interested in, what they've been doing in class.... anything they want, just be creative. We could upload these somewhere centrally so all the schools can watch each others.

**Family BBQ** – Bring all the current P7's (and their families) together this Summer for a BBQ, music and activities – *tie-in with September open day?*

**BPHS tie gift** – There was some discussion at the open night about parents not wishing to buy two different ties (1 x PGS and 1 x BPHS). There seems to be no way around this, but it might be a nice gesture if we raised funds and were able to gift a new BPHS to all of the current P7s next year. We could even invite local businesses to 'sponsor' this (not necessarily advertising on tie itself, but just a picture in the PA/Courier/Online to show they've done it).

**BPHS Focus Group website** – We expect that there will be a proper BPHS website in due course, but could we start with a basic website for the Focus Group in the mean-time? We could fill it with pictures and updates and use it as a platform for promoting all the stuff we are doing. (Gary could arrange this quickly and at no cost)

**BPHS social Facebook page** – It's been great to see the new Twitter feed taking off, could this be linked FB page? Some P7's will have Facebook already and a FB page might bring pupils and parents together and also be used to highlight activities and fund-raising etc

**Talent contest** – BPHS has got talent! We are sure there will be great talents amongst the current P6 and P7's. If these were to be show-cased it might help us think about what clubs might be wanted at BPHS - *for June 2019?*

**Duck Race** – Did this a few years ago for a charity event and it was very popular. 500 numbered plastic ducks, 'Sell' the ducks for £1 each and race them down a stream. Give £100 to the winner, £50 for 2<sup>nd</sup> place and £25 for 3<sup>rd</sup>. Proceeds go towards future engagement activities

**Funding** - There must be various funding sources we can apply to? Big Lottery, Heritage Lottery, Scottish Land Fund all spring to mind and there must be various other Scottish Government and PKC based funds too? What's the best way of taking advantage of these? Do you need to become charity status? It would be useful if someone knew more about all that?

**SSE Be the difference day** - This is just an initiative we have at SSE where everyone gets 1 day a year to go out and do something useful for their community. Most people use it for helping out at homeless shelters or litter picking etc, but we've also seen teams do things which really use the skills they have in their day job to help someone. For example, recently a team of our IT whizz's used their skills to kit out a new community centre with all the latest technology. Normally that would have cost the community centre a fortune, but they basically got all that support for free. We wonder if there's anything there we can take advantage of?

**Prefects** – We really liked Stuart's response to the concern raised about there not being any 'older kids' when BPHS opens. He is right, why is it that we trust our kids to take on responsibility in P7, but in S1 they have this responsibility removed and are treated as 'wee fish' again? We think it would be great if we had Prefects from when the school opened (even though they'll only be in S2). It might be a real confidence boost to some.....?

**Collaborate and/or learn from others** – We've heard alot about this being the first new school in a generation in this area, but have heard various bits of feedback about other new schools in England. We wonder if we could contact them and learn from their experiences .... maybe even leading on to being like 'sister-schools'?