

## JORDANHILL SCHOOL

---

**MINUTES OF THE BOARD OF MANAGERS MEETING** held on Tuesday 24 August 2021 in the school learning zone.

**PRESENT**

Mr Ken Alexander  
Mr Alister Cameron  
Mr Anthony Daye  
Mr Kenny Hastie  
Mrs Deborah Hughes  
Dr Helen Kelly  
Mr Kenny MacRae  
Mrs Emma Miller  
Prof. Kevin O 'Dell  
Ms Margaret Orr  
Mr Graham Short  
Mr Gerry Sludden  
Mr Andrew Tinkler

**ATTENDING**

Mr John Anderson  
Mr Dougie Brown  
Mr Richard Buchan  
Miss Wendy Grant

**53/20/2021 APOLOGIES**

No apologies.

**54/20/2021 PREVIOUS MEETINGS**

Mr Alexander welcomed everyone to the meeting and extended a special welcome to our first 'in person meeting' since Autumn of 2020.

The minutes and confidential minutes of 8 June 2021 were approved.

The work plan offered a flavour of work to come to the Board over the course of the year, noting its fluidity and confirmation that it would be adapted to re-order or introduce items as or when necessary.

The action plan has no items outstanding at present.

**55/20/2021 MATTERS ARISING**

There were no matters arising not on the agenda.

## 56/20/2021 RECTOR AND CONVENOR: ORAL UPDATE

Mr Anderson shared an informative update on life in school at present and summarised information under the following headings with some detail to support the Board's understanding of priorities at present:

### Return to school and mitigations

A table, appended below was presented summarising the changes from August 2020 to August 2021

|                     | August 2020   | August 2021  |
|---------------------|---|--|
| Staggered Timetable | Significant disruption to secondary:<br>2 intervals<br>2 lunch sittings<br>9am-4.35pm day<br><br>Staggered start and finish for Primary | Staggering maintained but not as extreme:<br>2 intervals<br>Staggered lunchtime (1 sitting)<br><br>Primary-no change                                 |
| Class bubbles       | Could not mix classes or year groups<br>Disruptive to secondary input into Primary  | Restriction removed  |
| Sport and Music     | No sport indoors<br>Changing rooms closed<br>No indoor singing or music making  | Restrictions removed<br><br>Sensible use of indoor spaces with appropriate ventilation.  |
| Contact tracing     | Pupils playing with or sitting next to positive cases were contacts.<br><br>Much time spent carrying out contact tracing                | In-school interactions highly unlikely to count as a contact. Focus is on intimate contacts and sleep-overs.<br><br>Reduced time on contact tracing. |
| Isolation           | 2 weeks for staff and pupils if identified as a contact. Disruptive to learning.  | Pupils: No need to isolate if pupils have a negative PCR test<br>Staff: No need to isolate if staff are double jabbed and have a negative PCR test   |

### Staffing updates

The rector shared some photographs of new staff joining the school in August in French, English, Art, Business and Computing, RME, Primary and Chemistry and confirmed they were settling in well.

### SQA results and curriculum updates

Mr Anderson expressed the schools continued success in academic attainment. The table appended below shows the results pattern over the last 7 years and it is clearly apparent the results for 2021 did not suffer any exceptional fluctuations. They appear to be consistent, and congratulations should be extended to our pupils for these excellent results.

Jordanhill School benefits greatly from the expertise of many teaching staff who are SQA assessors and are highly skilled in their subject areas. Staff in school had the autonomy to make their own decisions about evidence collection and examinations in 2021 which supported a fair result for our pupils.

|          | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
|----------|------|------|------|------|------|------|------|
| 5@level5 | 86%  | 87%  | 90%  | 88%  | 92%  | 92%  | 89%  |
| 3@level6 | 87%  | 71%  | 85%  | 86%  | 90%  | 93%  | 94%  |
| 5@level6 | 54%  | 48%  | 64%  | 58%  | 67%  | 76%  | 71%  |
| 1@level7 | 66%  | 60%  | 65%  | 73%  | 73%  | 83%  | 82%  |

The national qualification courses for 2021-22 and exam diet are to go ahead as normal. Alterations to course content allowed (as per 2020-21) to help with any 'lost' learning/help with pupils missing work and contingency plans to include evidence gathering throughout the year and teachers directed to apply professional judgement will be encouraged.

#### **Primary updates**

Mr Buchan offered a very informative update on primary return to school, and the positive start made by everyone. He shared his delight in the children settling well back into school and our P1 children have settled very well.

He confirmed that Miss Davidson had joined the primary team as a new teacher, and that Mrs McCabe was returning to teach French to P3 – P5 children this session.

Mr Buchan talked about interventions underway to support some small groups and individual young people with literacy and numeracy lessons to support their learning. He also talked about some pastoral intervention work that would soon start to support young people affected by bereavement, change and loss in primary too.

Finally, Mr Buchan recognised the positive impact on ethos that the return of our extra-curricular clubs and sports would provide to our primary children.

Board members engaged in some stories from their children and excitement apparent as a result of school return.

#### **Pupil support updates**

Mr Brown relayed the summary of child protection themes that were current and confirmed that all staff are trained and refreshed in the importance of safe practice and the protocols associated with child protection in schools.

He discussed the website 'Everyone's Invited' where people can anonymously report sexual abuse and harassment. Jordanhill School is among many other schools linked to one or more anonymous reports on this website. The reports do not reveal any details that would allow the school to conduct an investigation and although there is a reference to school, it does not necessarily mean the act or incident is in any way related to the school. In addition, much of the activity reported on the website is

related to incidents that occur in house-parties in the evenings and weekends reflecting the need for schools to continuously review and refresh their educational programmes.

Mr Brown offered assurance to Board members that the school continues to promote healthy relationships and teaches via the PHSE classes sexual health and parenthood, uses Rape Crisis resources and has a Mentors in Violence Prevention programme. Mr Brown emphasized the need for the school to be vigilant and sensitive to all in the community and assured the board that there is a regular review of procedures to ensure that pupils feel confident reporting concerns and feel supported.

### **Overview of work on estates improvements**

The Bursar shared a presentation with some photographs and an overview of all the work undertaken in the last school session to improve the estate. She shared the passion the school has in looking after buildings, fabric and grounds and evidenced the actions to improve energy efficiency and upgrade the estate. She detailed what had been delivered below.

#### External works

- Roof repairs and window refurbishment to west elevation of main building
- CCTV upgrade and replacement camera programme – 7 cameras (+4 prior year)
- New LED lamps to posts at school entrance
- Repairs and polish to terrazzo at main entrance
- Refreshed line painting across vehicular and pedestrian access areas
- External painting of railings and front gates
- New bike shed (part funded by PTA)
- New field drains at infant playground
- Drain replacement underground at science
- New security barriers to restrict vehicular access to playground

#### Internal works

- New heating and hot water boiler system in sports centre
- New heating valve and thermostat installation across north campus
- New door entry system across entire campus
- Electrical rewiring and IT upgrade to music classroom
- New sound desk and lighting upgrade to drama room
- New chairs for assembly hall
- Mechanical ventilation and extraction into school gym and fitness suite
- Ongoing LED bulb replacement programme – 3 classrooms refitted
- Full learning and teaching estate equipped with new projectors and promethean boards
- Two new electrical distribution boards in the north campus
- Ceiling tiles replaced across all corridor and staircase floors in north campus
- Waterproofing of passenger lift in science block
- Extensive flooring replacement and repair programme – 10 rooms
- Extensive painting - ongoing
- Primary classroom fixed furniture replacement programme - 4 classrooms
- Full electrical and installation condition service and report for entire estate
- Blind replacement programme – all science and technical classrooms and B10

### **Term dates**

The rector shared an update on this year's term dates with minor tweaks to the Christmas and summer periods and advised Board members that next session's dates would be brought to the September meeting.

### **57/20/2021 BUDGET AND FINANCE UPDATE 2021-22**

Miss Grant shared a presentation on current income and expenditure streams, reporting on steady progress and 'on track' budget management. No exceptional items were reported. Board members shared dialogue on probationer funding and allocations and a discussion ensued around the targets for letting income for the year.

### **58/20/2021 PARENT CONFERENCE AND AGM 2021**

Mr Anderson discussed with Board colleagues the current restrictions and their likely impact on hosting a face-to-face AGM in September. At present there remains much uncertainty regarding this.

As a result, the Board confirmed their acceptance of his proposal to delay the AGM until 23 November 2021 to allow for more the opportunity to host our parents and members in school for the AGM and parent conference as a preference over Zoom.

Board members due to step down, will now do so in November.

### **59/20/2021 ANNUAL ADMISSIONS POLICY REVIEW**

The Board approved two changes to the wording of Section 3 in the Admissions Regulations to as follows:

#### **Section 3: Other residence arrangements**

##### ***Currently reads***

*Where you have an informal residence arrangement with a private landlord, or you move into a designated or supplementary address already occupied by one or more other families, your child's name will remain on the lower priority list until the earlier of*

- *your residence meeting the criteria of permanent residence or*
- *the informal residence arrangement having been in place continuously for one calendar year.*

*We will then move your child's name to the higher priority list with that date as the official date of receipt.*

##### ***Amended to***

*The Regulations do not discriminate in any way between owner occupiers, those renting or letting from Housing Associations or registered landlords, or extended families*

*residing together. The only test is that you genuinely live at the registered address and all applicants are required to provide substantive proof thereof.*

*Information held on each applicant is checked in detail prior to the offer of any place in P1 and S1 or at any other time when an occasional vacancy arises. Applicants are required to produce proof that their address is accurate and of the length of time they have been resident there. This will be cross-checked against a range of publicly accessible data and further additional discretionary checks undertaken if necessary.*

### **Section 3: Permanent residence and separated families**

#### **Currently reads**

- In the case of separated families where only one parent/carer lives in a designated or supplementary address, we will include the child's name in the appropriate list only if that address is his/her permanent residence during term time.*

#### **Amended to**

*In the case of separated families where only one parent/carer lives in a designated or supplementary address, we will include the child's name in the appropriate list only if that address is his/her permanent residence for at least 50% of the time. We will request confirmation of this in writing from each parent / carer. We will also seek to validate this confirmation through further additional discretionary checks if necessary.*

The Board considered the possibility of inserting a statement regarding 'fraud' into the Admissions Regulations and this would be given some consideration by the school officers and an update would be made to the Admissions Regulations that incorporates a simple statement to capture the intended message.

The Board further discussed the aspects of admissions that had emerged following the recent admissions review and CALA homes proposal which was rejected by the school community. The Board agreed, following dialogue, that unless there is a material change in circumstances, the current Admissions Regulations would continue (without major change), notwithstanding some aspects would remain under review and will be revisited again in August 2023.

#### **60/20/2021 DATE OF NEXT MEETING**

21<sup>st</sup> September 2021.

#### **61/20/2021 OTHER BUSINESS**

Members are asked to advise the rector or convenor of any additional business in advance of the meeting.

Convenor \_\_\_\_\_

Date \_\_\_\_\_