

JORDANHILL SCHOOL

MINUTES OF THE BOARD OF MANAGERS MEETING held on Tuesday 26 April 2022 in the school's Learning Zone.

PRESENT

Mr Russell Davidson
Mr Kenny Hastie
Mrs Deborah Hughes
Dr Helen Kelly
Mr Andrew Tinkler
Mr Ewen White
Mr Anthony Daye
Mrs Emma Miller
Mr Gerry Sludden

ATTENDING

Mr John Anderson
Mr Dougie Brown
Miss Wendy Grant

APOLOGIES

Mr Richard Buchan
Mr Alister Cameron
Ms Margaret Orr
Mr Graham Short
Professor James Yu

VISITING

Mr Brian McMaster

31/21/2022 WELCOME, APOLOGIES AND CONFLICT OF INTERESTS

Mr Hastie welcomed everyone to the meeting. Mr Richard Buchan, Mr Alister Cameron, Mr Graham Short, Ms Margaret Orr and Professor James Yu offered apologies. There was no conflict of interests.

32/21/2022 VISION, VALUES AND AIMS PRESENTATION

Mr Brian McMaster – Principal Teacher of Pastoral Care and Acting Depute Headteacher gave an update on the work of the Vision, Values and Aims group who have been collaborating and consulting with staff, pupils and parents across the school to develop core values which would represent the school; engagement with everyone has been very strong with an excellent response from all stakeholders, endorsing the work of the ethos and values working group. Much debate has ensued over the best way to capture the school's refreshed aims and values with thought given to adapting the language to cater for very young pupils.

'Striving for the highest' is the school motto and will be integral to some of the ongoing discussions and work of the group.

The next steps involve final reviews by the ethos and values group, and marketing. Brian emphasised the importance of 'going beyond the statements' so that activities, teaching, and our culture are linked to the refreshed vision, values and aims, bringing them to life.

Board colleagues engaged in discussion and were impressed by the means of engagement including use of 'critical friends' and surveys, and some of the other techniques adopted to create meaningful dialogue with the school community.

33/21/2022 PREVIOUS MEETINGS

The minutes of 15 March were approved following an amendment to the minuted H&S item, which forms part of the rector's oral update to follow (35/21/2022). There were no items on the action grid and the work plan was reviewed for information.

34/21/2022 MATTERS ARISING

One confidential item was noted for discussion.

35/21/2022 RECTOR AND CONVENOR: ORAL UPDATE

Health and Safety

Mr Anderson referred to the March meeting's discussion around health and safety and confirmed the school had considered the frequency of external audits, that being 5 years for Jordanhill School, and in doing so it was apparent following engagement with other neighbouring schools that it was reasonable to conclude this was 'the norm' and the school would continue in this cycle, unless any exceptions or risks were to present themselves and encourage more frequency.

He also reminded colleagues of some key information which tests practice:

- Yearly review carried out by the health and safety committee
- Bursar, rector, and facilities manager receive health and safety updates from Navigator Law, the Health and Safety Executive and from SSERC (Scottish Schools Education Research Centre)
- External annual fire risk assessment is undertaken by competent engineers
- Every 5 years, external audit of all health and safety (in-keeping with the independent sector)
- HMIE annual engagement visit.

The role of board members was discussed with respect to health and safety. Mr Anderson reminded board members that they do carry a legal responsibility for health and safety and should exercise their duty by reviewing the school's H&S policy, asking questions, interrogating reports, and asking the school management team for all relevant information that will satisfy them that there exists a diligent (and proportionate) health and safety culture.

COVID

Mr Anderson shared the recent updates to mitigations effective from 1 May. A communication would be shared with the parental body outlining key changes shortly. With these changes, parents' evenings can take place face to face, prizegiving this year would take place at the church, trips can now be freely arranged, sports day will go ahead, and the summer concert will similarly go ahead. CO₂ monitoring continues in school and Mr Anderson pointed out the device that was being used to track levels in the school.

School Updates

The school spent some budget in February upgrading the primary cloakroom and this area has been recarpeted and painted and kitted out with some new furniture and is the home of a new reading scheme. Photos were shared and primary colleagues very happy with this investment.

Mr Anderson shared some information on staffing, including the retiral Dr MacMillan from Physics who had served for over 30 years. He discussed changes to the health and food technology curriculum and a vacancy for a new 0.6fte teacher in the new session.

The rector offered photos of the school's newest member of the team, a Therapet dog named Harley who is joining us to help support general health and wellbeing and maybe helpful for reluctant readers.

Finally, the rector spoke about school IT projects underway, including the primary tablet pilot and the use of Seesaw, a possible text messaging service and a new management information system. There was some discussion amongst board colleagues around the pace of use of IT screens and concerns that today's society is moving at such pace that time away from screens is at a premium as young people use devices in school and at home and do not get enough time away. Mr Anderson confirmed that in school jotters and textbooks were still very much the primary resource for teaching and learning and pupils can individualise the use of chromebooks to support their own learning needs.

36/21/2022 DEVELOPMENT OFFICE

The rector and bursar offered an update on the very challenging recruitment market and the delay in filling the post of Director of Development. This vacancy is now being handled by an agency.

The board discussed creative ideas to encourage interest and the right candidate, however the market has changed quite significantly and many people in the fundraising industry have developed their desire to work at home and not be in the workplace, which does not suit the needs of Jordanhill School. The board also discussed the need for an individual to offer the school appropriate advice and expertise so that the fundraising strategy adopted was one that led to positive relations with the community and funding for key projects.

More information and discussion will return to future meetings.

37/21/2022 RISK PLAN

Board members reviewed the latest issue of the risk plan which they confirmed was informative and proportionate. Mr Anderson highlighted some new additions under reputation, health and safety and compliance which had been obtained following a review of guidance from the Department for Education guidance in England. The board confirmed their acceptance of the current plan which they felt was accurate and proportionate in capturing the risks and mitigations.

38/21/2022 SAFEGUARDING

Mr Brown, depute rector offered a very full and informative self-evaluation of child protection and safeguarding. He explained some of the standard processes and procedures undertaken at school level and detailed how the school engages with external agencies to support children.

Mr Brown talked about caseloads, indicators, supports from the city, and the very good knowledge key personnel in school have of pupils and their family situations.

Current priorities around safeguarding are explicit in the School Improvement Plan and one priority is how we coordinate and evaluate the work of our wider support team which includes the recent appointment of our very experienced home support worker, our link social worker and any other relevant links.

The school is hoping to embark on a joint safeguarding and child protection pilot programme with SCIS (Scottish Council of Independent Schools). Mr Brown will offer further details when this is confirmed but it is anticipated that this project will add a further level of scrutiny to the practices of the school.

The board were content with the wide expanse of work in this very important area of school life.

39/21/2022 FINANCE AND BUDGET

Mr Anderson and Miss Grant offered a commentary on the latest budget projection and settlement for recurrent grant for the new financial year 2022-23 which the school received confirmation of on 30 March.

The Scottish Government offered their commitment to meeting national insurance and pay increases including: the teacher pay settlement; Local Government pay; or amendments to the Glasgow Living Wage.

They also acknowledged, although have not funded, exceptional energy costs and inflation, however they have offered a willingness to engage in further supportive dialogue as the year advances. A £40,000 grant for family leave/long term absence cover was offered.

The school must implement its first phase of removal of the teacher staffing cap to help meet the 21-hour teacher contract which is pending with some of this year's budget settlement.

No additional support for loss of income in the refectory and in school lettings was offered by the Scottish Government.

The board commented positively on the budget settlement and timing, noting that this allowed the school to plan appropriately for 2022-23.

40/21/2022 CONFIDENTIAL ITEM

A confidential item was discussed.

41/21/2022 DATE OF NEXT MEETING

7 June 2022

Convenor

Date
