



some issues with clubs around tracking membership, communication and continuity of coaches. The group had met with CS and put forward an action plan. The intention is to put on an extra-curricular fayre for all clubs in 2018 (similar to the idea of a university fresher's fayre) to recruit new members. It was also intended to use more facilities outside the school. The group was also hoping to book a sports VIP guest for the 2018 awards ceremony to help give sports a higher profile at the school. More volunteers were required to work with clubs and the group would be looking at how to achieve this.

4.3 Fundraising sub group – the group reported that the beer and wine tasting evening had made a modest profit. Half price tickets had been offered to S1 parents to encourage new families to join in. The Christmas Fayre was due to be held on 7<sup>th</sup> December.

4.4 Equalities sub group – JK would meet with parent, Alice Musamba, to discuss setting up an equalities sub group. The idea would be to reach families who might not normally come to meetings and engage with them. There was an idea to hold an international food festival where families would bring and share their favourite local recipes.

## **5. Senior Leadership Team Report**

The SLT report is attached in full at Appendix 1. In particular CS noted:

5.1 SQA Insights Update – the school had outperformed both Edinburgh schools as a whole and its 'virtual comparator' across S4, S5 and S6.

5.2 The key adult programme was now up and running and has been going well. Each key adult had a group of 17 pupils for 20 minutes a week. CS stressed that the idea was that although this is a relatively short amount of time the idea is that a long term relationship develops between the key adult and their group over the course of S1 to S6.

5.3 The school had successfully organised its first career fayre for four years with a variety of universities, colleges and businesses attending. Parents commented that the Parent Council had been unaware that this event was being arranged in advance and that the PC might have been better able to support it if they had been involved. School would make sure liaison with the PC happened in advance of the next career fayre.

5.4 Vacancies – Miss Yavruturk would be leaving the drama department. CS hoped to get a drama specialist in place for January 2018. There were concerns about the Drama and Music Department generally – staffing was short due to ongoing sick leave and arranging cover had been difficult. This would be discussed again at the January PC meeting and CS said he was happy to meet with individual parents who had any concerns in the meantime. Mr Carter had taken up post in the English Department. Mr Cruikshank, retired PT from CDT would be working as a technician in the Art & Technology Department. CS reported that there were shortages of staff in key subjects across Scotland and that all headteachers in Edinburgh had been asked to complete staff analyses early to try to ensure that probationers were retained.

## **6. Allocation of PC funds**

**ACTION:CS**

<p>6.1 Mr Green (Science) requested funding from the PC for a hot wire cutter plus materials – this was granted</p> <p>6.2 £500 was allocated to the school for a hardship fund to be distributed at teachers' discretion. It was agreed that a hardship fund would be agreed annually.</p>	
<p><b>7. Website</b></p> <p>The new school website had gone live last year and time was allocated to Miss Payne to update and maintain it. Whilst the new site represented a huge improvement, there remained work to be done which had been kindly reviewed by GC e.g. improvements to the location of some key dates pages, subject choices information and extra-curricular information, the twitter feed needed fixing etc. The PC page was still quite muddled. GC had made a list of changes to be implemented and was working with Miss Payne. Parents were asked to notify GC of any difficulties they notice regarding the website.</p>	<p><b>ACTION:GC</b></p>
<p><b>8. School email</b></p> <p>The school had done the background data entry work to enable email to be used for communication with parents, through this had yet to be implemented consistently. Parents asked for email to start to be used more regularly rather than letters on paper. CS would discuss this with admin staff.</p>	<p><b>ACTION:CS</b></p>
<p><b>9. 'Empowering Schools' Consultation Document</b></p> <p>The Scottish Government had issued a consultation document called Empowering Schools. This has key implications for how schools and parents and parent councils work together. Responses are being sought from all parents. DA will send out a link to the consultation document and ask for parents' responses. JK &amp; FB will coordinate a response from the PC.</p>	<p><b>ACTION:JK/FB</b></p>
<p><b>10. Survey of parents</b></p> <p>Following on from last year's survey of parents the PC would be arranging another for 2018. Stephanie O'Donohoe had kindly agreed to coordinate it. The survey would focus on a small number of key questions.</p>	
<p><b>11. Any Other Business</b></p> <p>11.1 A parent raised the state of the school's décor and asked whether it would be possibly to get more of the pupils' artwork displayed in key public areas. It was understood that budget limitations restricted what could be done and the possibility of some voluntary decorating by a team of parents might be possible.</p>	<p><b>ACTION: CS</b></p>
<p>11.2 A parent asked whether the activities week in the summer would be taking place in 2018. CS said that it would not be happening in its old format but that he would like to get faculties to look at having a vision and a plan in place for that week.</p>	<p><b>ACTION:CS</b></p>
<p><b>12 Date of the next meeting</b></p>	

<b>Tuesday 30<sup>th</sup> January 2018 @ 6:45pm</b>	
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## Senior Leadership Team Report

November 30<sup>th</sup> 2017

### 1. Attainment update (Insight)

- Please see coloured S4 to S6 attachment - each page has two analysis approaches.
- The coloured bar graph analyses the bottom, middle, and top attaining pupils at St Thomas 'with the VC, CEC, and National picture.
- The second graph analyses pupils at St Thomas against the VC in terms of the Scottish Index of Multiple Deprivation.

### 2. Vision and Values

- I have been meeting with pupils throughout the term to find out their ideas on vision and values. My Christmas holiday work is to identify recurring themes found in the staff, parents, and pupil returns.
- I will summarise and present this piece of work to staff, the Parent Council, and with pupils through Key Adult time in January/February 2018.

### 3. Key Adult update

- The Key Adult programme has been running since October 20<sup>th</sup> and has been a very well received addition to supporting pupils. The strategic planning of Mdme Jean-Pierre along with the operational work of Ms Taylor and Mr Whyte has resulted in a Key Adult system that supports the universal needs of pupils very well.

### 4. Career Fayre

- Mrs Jo Ritchie and Mrs Claire Thomson planned and successfully implanted the school's first Career Fayre for 4 years. We had a variety of Universities, Colleges, and businesses attending. I would like to say a huge thank you to all staff who supported the event, which I believe, is already being planned for next year.

### 5. Staffing and 2018-19 TT meetings

- Lucie Yavruturk has decided to leave St Thomas after working in Drama for the past year. I have wished her all the best and thanked her for her work at the school. Presently Ms Kelly is supported the teaching of S3 and S4 Drama and we are looking to get a Drama specialist into St Thomas in January 2018.
- Mr Miles Carter has started working at St Thomas.
- Mr Colin Cruikshank, retired PT of CDT, has taken up the post of Technician in the Art and Technology Faculty
- I meeting with Curricular Leaders in December to complete Faculty analysis for the 2018-19 Timetable.
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## **6. Break and lunchtimes: A community response**

- The week before the October break, a small number of St Thomas pupils verbally abused a member of the public on a Tuesday lunchtime.
- I personally phoned the member of the public and apologised on behalf of the school community and the school worked with the Police investigation.
- With support from the Integrated Support Team and the Religious Education Faculty, all pupils at the school participated in Hate Crime assemblies and lessons.
- I have asked all parents to speak with their children about the expected high standards of behaviour before and after school, and at break and lunchtime.

## **7. Communication**

- The SLT and Integrated Support team are working on updating a communication protocol which will give a specific timeline for staff to liaise with parents regarding the information asked for. Once agreed, I plan to write a letter to all parents about the protocol and update the school website.

## **8. Celebrating pupils**

- Youth Film awards: Santiago McCafferty and Moray Stiven won 2<sup>nd</sup> place with their 2017 St Thomas of Aquin's Feast Day film.
- Lessons in Auschwitz: Kirstie Cronin & Katie Michie visited Auschwitz. The pupils are planning a display for the mezzanine.
- The School Orchestra will be playing on Friday 1<sup>st</sup> of December for the Childline charity.
- S6 Leadership charity week for Scottish Mental Health association:
- Go4set S2 Science project to design "Our School as an Island": Bella Stephenson, Maya Hossain, Tia Jihan, Niall Bayne, Ethan Midgley, Nathan Donald and Finlay McCrone.

## **9. SLT and parent partnership working**

- Acting Head Teacher: Curriculum/learning & Teaching group.
- Extra-Curricular group
- Depute Head Teachers: Getting it right for every child group.

## **10. Science, PE, and Music Bids**

- Physical Education: Funding and equipment for the Sports Leadership programme
- Music: IMac to support Music Tech delivery
- Science: 8 temperature sensors and 4 light sensors
- Science would like to bid funds to support the "Race for the Line" S1 STEM project. This is working across Science, Technologies, Computing and Maths. The financial support required is to pay for a hot wire cutter (a one-off expense) and materials for Jenny and Steve to use the laser cutter to make the wheels. The cost of the recommended wire cutter is £110 and anticipate around £90 for materials.