**DINGWALL ACADEMY PARENT/CARER COUNCIL**

Committee Meeting – Monday 1st September 2025, 7pm

**Present**: Karen O’Hanlon, Dr. James Vance, John MacDonald,

Cllr Margaret Paterson, Cllr Sean Kennedy, Cllr Graham Mackenzie, Kerry Webb,

Marta Andersone, Carolyn Jones, Nicola Wojtunik

1. **Apologies**: None
2. **Previous Minutes:**

* Minutes from 20th January – approved by Nicola Wojtunik and seconded by John MacDonald.
* Minutes from 28th April – approved by Marta Andersone and seconded by John MacDonald.

1. **Matters arising:**

* Mrs. Cormack has reported back on her meetings re. the school trishaw. Sadly, there has not been an uptake from the wider community; we will look to re-home the trishaw**. (Action: Karen O’Hanlon)**
* Christmas Fair will go ahead on Friday 5th December – the booking system for tables will go live in the coming week. Tables - £18, Charity tables - £9, maximum of three tables per allocation. **(Action: Karen O’Hanlon & Marta Andersone)**
* Due to a lack of parent volunteers, there will be no bottle stall or raffle this year. However, Karen will send a message out to parents on Facebook, and if anyone is willing to run with these, this can be reconsidered. **(Action: Karen O’Hanlon)**

1. **Head Teacher’s report**

* S**taffing** – Vacancies advertised for English maternity cover and Technical teacher; both posts have applicants. Acting PT Guidance appointed to cover absence, with English classes covered until October. Final PSA recruited. Overall staffing considered stable.
* **Attainment** – New system for reviewing attainment and identifying priorities introduced to PTs. Initial data shows mixed results: some improvements at S4 and S5, but a notable drop in S6 Advanced Higher outcomes, largely due to fewer pupils attempting Level 7 courses this year. Full analysis expected by October break.
* **ASN** – PT setting ambitious priorities for ASN provision. HT to meet regional ASN lead shortly to discuss concerns and resourcing.
* **School Improvement Plan** – Developed in line with Highland Council’s Raising Attainment strategy, with four pupil-centred priorities. Will be published on the school website; progress to be updated through the year.
* **Communication with parents** – Website now hosts daily notices for pupils/parents. Wider updates not working as planned; if not improved within two weeks, HT will revert to weekly parent emails.

1. **Treasurer’s report**

* **Closing Balance (31 July 2025): £3,505.19**
* TSB Cheque: £123.39
* Bank of Scotland Business : £3,300.41
* Bank of Scotland Deposit/savings: £81.39

The move from the TSB to the Bank of Scotland was completed smoothly, ensuring continuity of banking arrangements. The remaining £123.39 in TSB cheque account has now been transferred to the new BoS business account.

At the end of July 2025, the Parent Council holds £3,504.61, reflecting a healthy financial position and providing capacity to support future projects and activities.

* Marta Andersone is our new Treasurer.

1. **Chair’s report**

* Work continues around the sale of energy drinks to under 16s, in Dingwall. Karen received a very detailed response from Jamie Stone who is keen to help, and suggested that Karen write to Kate Forbes, MSP. **(Action: Karen O’Hanlon)**
* We need to obtain a licence to sell raffle tickets in the school.
* S6 will be involved in the Christmas Fair – setting up, decorating, organising stalls. This is an excellent opportunity to raise funds for their Leavers Ball etc. Karen to organise a meeting with S6 pupils before the October break. **(Action: Dr Vance/Karen O’Hanlon)**
* We are keen to hear how the ‘Developing the Young Workforce’ co-ordinator, Sandy, is getting on with the horsebox project. Karen will invite him along to our next meeting so he can provide an update. **(Action: Karen O’Hanlon)**
* Karen has been made aware of a couple of incidents where pupils have been refused bus transport because their YoungScot card is not working, according to the bus driver. Karen would like to follow this up with Stagecoach. **(Action: Karen O’Hanlon)**

1. **Date of the next meeting**

Monday 27th October 2025, 7pm, Teams