

Milnes High School Parent Council Term 3 2025

Monday 26 January 2026, 6.45pm

Location: Milnes High School

Name	Initials	Attended?
Head teacher	NM	Yes
Tracey MacPherson, Chair	TM	Yes
Alison Smith, Deputy Chair	AS	No, apologies
Becky Haley, Treasurer	BH	Yes
Chris Campbell	CC	Yes
Clare Jackson	CJ	Teams link didn't work
Steph Gilchrist	SG	Yes
Gemma Ramshaw	GR	No, apologies
Estelle Pearce	EP	No, apologies
Neil Holden	NH	No, apologies
Councillor Shona Morrison – elected member	SM	Yes
Councillor Marc Macrae	MM	No, apologies
Councillor Ben Williams	BW	Yes
Ethan Lambourne, School Captain	CL	Yes
Erin Shand, School Captain	ES	Yes
Carolyn Donlin, MPS PC Chair	CD	Yes
Bianca Robertson, Lhanbryde PS PC Chair	BR	No, apologies
Lou Steele, Mosstodloch PS PC Chair	LS	No, apologies

Review of Action Points carried over from last meeting

Agenda Item	Action	Who	Done?	Carry over?
100 Club	Ongoing, our gambling licence is in place.	AS & NM	No	Yes
Moray Parent Forum	Next meeting online 18 February at 6pm	TM	No	Yes
Facebook	PC page closed 20 January 2026. All info to be shared via School's Facebook page	TM	Yes	No
ASG Primary Schools	Invited to meeting to look at ways to work collaboratively	TM	Yes	Standing action

Supply of Benches	CJ attended the unveiling on 17 December	CJ	Yes	No
Connect Online	Sharing relevant info	TM	Yes	No
Table top Banner	Completed	CJ & BH	Yes	No
Wifi	More stable and pupils/staff getting online quicker. Update to come from Chris Leonard. Awareness that with more laptops charging, it can take longer to connect	SM	Yes	No
Parent Council Survey	Separate meeting to be established to go through results	TM	No	Yes
BSL interpreter	Ongoing, information coming in from various sources as to how we can support	TM	No	Yes

Welcome

TM welcomed all attendees and introductions were made. Apologies noted.

Minutes of last meeting

Minutes from 17 November 2025 agreed. No matters arising. CC proposed, SG seconded.

HT update

Weather at the start of the term hampered the start back. Luckily no prelims were scheduled.

The vacancy in Business is being covered by a supply teacher. Maths vacancy is being covered by the Milne's Literacy & Numeracy teacher as well as NM whose subject is Maths. A new Home School Link Workers (HSLW) has been appointed and is in place.

The school is 2 weeks into prelims and will finish next Tuesday. Attendance has been good. Supported by external and internal invigilators.

Every member of staff has been involved in the School Improvement plan, with various projects such as Rights Respecting Schools – gold award, metaskills, pupil parliament, assessment framework as examples.

Milne's have been paired with Arbroath Academy and Islay High School, to work collaboratively on issues such as wellbeing & attendance. NM has made a visit to Arbroath and the 2 schools are due to visit Milne's in March.

The Senior Leadership meeting was attended by Vivienne Crosse and Stuart McLauchlan last week to give an update on quality indicators.

NM to issue a Friday update to parents, giving the week ahead on anything new such as clubs, policies, upcoming dates – to be a one stop shop for parents, with all relevant info in one communication.

Deputy Head Susie Burchell has been working on a Learning & Teaching Policy, alongside the ASG primary schools, based on feedback from the school's parent survey and from the pupil parliament, to find a consistent approach to lessons by teachers and for pupils. Condensed down into 6 ways to promote this, in a Learning and Teaching handbook.

School Captains Update

Due to this now being prelim time, the School Captains will meet with Head Teacher once prelims are complete to bring forward any actions. Focus, quite rightly, is elsewhere just now. School captains are aware that PC is here to help them with any fundraising opportunities that could improve learning and student welfare.

Both captains praised for their professional presentation at the Christmas concert.

They have produced a video to help support students in revision techniques which has been well received.

Treasurer update

BH advised we currently have £2110.95 in the bank account, along with £2886.80 for Active Schools trampolining project, giving a total balance of £4997.75. As Active Schools invest in new trampolining equipment, that balance of £2886.80 will be accorded for.

A small amount was raised at the Christmas Fayre of £26.80 and outgoings have consisted of the table banner costs, annual gambling licence fee and bank charges.

Partnership Working with ASG Primary Schools

Welcomed CD to the meeting and advised of apologies from BR and LS. Key aims are to share good practice and to work together in collaboration. CD advised the Fochabers Heritage Association are planning for their 250th anniversary and could be something we all link into. CD is to attend the next meeting and feedback to TM.

BSL interpreter

Various sources of information have been contacted for support – Connect, Contact Scotland BSL, Sign Solutions, Moray College, Quality Improvement Officer at Moray Council.

TM has been advised by Connect that under the BSL Act 2015, Local Authorities have duties to improve communication access for BSL users. This could range from booking a BSL interpreter

to reimbursement of cost. TM to raise a formal request in writing to Education and the Equality Diversity Team at Moray Council.

SM advised contacting NESS and the Integrated Health & Social Care board. SG may know a contact who could help us out. Captions on Teams would be a possibility too.

NM has advised that they can try and organise an interpreter with advance notice being given should any parent confirm that they would want to attend the PC meetings.

Virtual Participation

We had tried a Teams link for this meeting but was unable to link up with CJ. Suggestion that it needs to be via Google Meet. PC want to take away as many barriers as possible for the wider parent forum to attend, should they wish.

Attendance at Milne's on Social Media

CC raised the recent highlight placed on Milne's via social media re attendance. NM advised our attendance rate is 89% with 3 weeks in. The Scottish average attendance is 88%. MHS have a Wellbeing Team working behind the scenes. There are new codes for recording absence and these need to take account of flexible/adapted timetables.

There was a question over whether part time timetables made an impact on a school's recorded daily attendance and NM confirmed that it does. Later starts may also impact attendance figures and that can be subject to a pupil's circumstances with associated reasons behind that.

MHS Parent News/Termly Newsletter

Welcomed as a great new resource and an opportunity for PC to link in with. NM will signpost our website page and include any information as required.

Connect Online

TM continues to share resources and links by email with the PC group, recently attending courses on Engaging Parents in Secondary Schools- top tips, Communicating with the School Community and Building Strong Relationships through Effect Communication. Connect have been instrumentally in supporting this PC with advice on PVG and BSL.

PC Survey Results

Thanks to EP for her technical expertise on creating a QR code and URL link and condensed presentation on the results of our survey. We debuted the survey at the BGS parents evening on 27 November 2025 and the school office shared the survey on 2 December 2025.

This first effort will give us a baseline to assess, refine, act and share on the answers given. A separate meeting will be required to go through the results in depth. TM to arrange.

Any Other Business

Baxters Soup Challenge – PC have been invited to judge this on Friday 27th February from 1040hours to 1310 hours. Derek Pearce has agreed to attend on behalf of the PC.

School Closure Notifications – the early decisions from the school were much appreciated by the wider parent forum.

Bank of Scotland Woodland Trust – free trees for school opportunity shared with NM. NM checked and capacity has been reached in terms of what can be planted on site.

Fundraising– NM advised mirrors for dance would be very beneficial. Lights in the hall could be improved for school concerts. Janitor would benefit from a snow shovel. PC agreed to progress the snow shovel in the first instance. TM suggested a colour run. This can prove difficult on liabilities. NM advised the school baristas would support any soup & sweet, pancake/coffee morning or tombola.

Raising PC Awareness – school office have been asked to print off a Connect poster that could be displayed in the library as well as the noticeboards at the school entrance.

Date Next Meeting

Monday 20 April 2026 at MHS, 6.45pm.

Whats App video call proposed for Monday 2 February 2026 at 7pm to discuss PC survey results.

Action Points carried over to our next meeting:

Agenda Item	Action	Who	Further info	Completed
Website	Liaise with Stephen Perrie to update our page	TM	Minutes and what's been achieved/what's coming after each meeting	Standing item
100 club	What is the next stage?	AS	Update from AS at next meeting	Ongoing
Moray Parent Forum	Virtual attendance 18 February 2026 at 6pm	TM	No other PC member has availability to attend	Ongoing
ASG Primary Schools	Contact made	TM	Share finalised minutes with chairs of feeder schools to promote collaborative working	Standing item
Parent Council survey results	To discuss & share results	TM	Whats app video call set for Monday 2 February 2026 at 7pm	Ongoing
BSL interpreter	Formal request to Moray Council	TM	NM can provide BSL interpreter if known in advance	Ongoing

Virtual participation	Look into providing Google Meet link	TM & NM	To be offered should parents ask for this	Standing item
MHS Parent News/Termly Newsletter	Provide info as necessary	TM & NM		Standing item
Connect online sessions & drop ins	Share details of upcoming sessions & information	TM	Will share by email	Standing item
Baxters Soup Challenge	Judging to take place 27 February 2026	EP	Will relay information to EP by email/whats app	Ongoing
Snow shovel	3 x options provided	TM & BH	Progress purchase	Ongoing
Fochabers Heritage Centre 250 years	Liaise with Milne's Primary as to how to support	TM & CD	Contact Fochabers Heritage Centre	Ongoing
Minutes	Share responsibility for minute taking	All		Standing item
PC poster	Collect from school office	TM & AS		Ongoing