



MINUTES OF PARENTS' LIAISON GROUP MEETING

Sunday 11 November 2018, 1.00 pm – Conference Room

Present: DS, SA, CAP, JSL, Mr & Mrs Scott, Mrs Wakefield, Mrs Wood

		ACTION
1.	<p>Apologies</p> <p>Mrs Paterson</p>	
2.	<p>Update on last meeting</p> <p>Mr Shaw met with Mrs Wood and Mrs Paterson on Sunday 16 September to discuss catering issues and new members.</p>	
3.	<p>Matters arising</p> <p>No matters arising from the previous meeting.</p>	
4.	<p>Headmaster's Update</p> <p>a) Mr Shaw detailed the events on Remembrance Sunday and the previous Friday Chapel at which 17 OVAs who had lost their lives in WW1 were commemorated.</p> <p>b) Army, Navy and RAF Careers Talks had resumed and a range of vocational talks was taking place.</p> <p>c) Stephen Leitch had a strong Careers background and the school was keen to create a permanent post for him.</p> <p>d) The CCF Competition at Edinburgh Castle had resulted in QVS being nominated as the best CCF group.</p> <p>e) There were a number of high tariff issues amongst pupils, particularly around mental health and Mr Shaw was keen to work more closely with parents to address this.</p>	
5.	<p>Catering Complaint and Response</p> <p>SA + NC had met with the Catering team to produce a response.</p> <p>SA emphasised the school did not own the contract and could only influence change to a degree.</p> <p>The Catering Committee meets regularly to deal with ongoing concerns.</p>	

	<p>Menus were now colour coded to indicate dairy free, etc.</p> <p>The Catering team was looking at different types of food within the budget available.</p> <p><u>ACTION:</u></p> <ol style="list-style-type: none"> 1. DS to email parents 2. Menus to be placed on website 3. DS welcomed parents to turn up at the School Canteen and sample food 	<p>DS SA PLG</p>
6.	<p>Health & Wellbeing Centre</p> <p>CAP indicated a process to be put in place to quality assure the service offered by the HWB staff who were keen to ensure consistency of care and support.</p> <p>CAP emailed all parents with the HWB Centre Information Booklet and update on GP service.</p> <p>CAP had made up a proforma to allow pupils to comment on their experience in the HWB Centre.</p> <p>She had also emailed this to parents to use, if required, on behalf of their children.</p> <p>Forms to be returned to C Phipps, DHT Pupil Support.</p>	
7.	<p>AOB</p> <p>i) Mr Shaw indicated the recent Care Inspectorate visit had produced 5 for Support and Staff, and a reduction from 4 to 3 for Environment.</p>	
	<p>ii) Mr Shaw indicated that if PLG members wished to send out emails to all parents, they could contact his PA, Clare Rankin, who would action this.</p>	
	<p>iii) New members – the PLG needed recruits and members indicated they were happy for the school to select interested parties. It was suggested that representation from all Houses and the three Forces was desirable.</p>	
	<p>iv) IT Policy – Mr Shaw indicated that the IT policy relating to Mobile Phones was in place. Three parents had strongly objected but the majority of parents had supported the initiative.</p> <p><u>ACTION:</u> Policy to be reviewed in June 2019.</p> <p>The possibility of access to School WiFi was raised and Mr Shaw indicated that more Desktops in Boarding Houses were being considered.</p>	
	<p>Date of Next Meeting : SUNDAY 3 MARCH 2019 – OVA Parade 1.00 pm, Conference Room</p>	