

Sinclair Academy Parent Council

PC Meeting
10 November 2025

SINCLAIR ACADEMY

✝ Aspiration ✝ Integrity ✝ Mercy ✝ Service

Prayer

Margaret, our sister and guide, you were consecrated to Christ under the title of Sister Mary Francis of the Five Wounds. The Church honours you for your holiness of life, your dedication to prayer, your kindness to the needy and your fortitude in suffering

Pray for us, that our school community may be formed in the values of the Gospel. May we follow in your footsteps and grow each day in the likeness of Christ, the Servant of all.

Amen.



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Parent Council Meeting Agenda



- 1. Minute of Previous Meeting**
- 2. Positive Relationships Policy- DHT**
- 3. HT Update - HT**
- 4. WL Council Budget Consultation**
- 5. School Toilet**
- 6. School uniform Guidance**
- 7. Fundraising**
- 8. S1 Communication**
- 9. Volunteers**
- 10. AOB**
- 11. Date/time of next meeting**





Sinclair Academy

Improvement Priorities

High quality learning and teaching

**Tracking/
Monitoring of attainment & achievement**

Skills Framework

Senior Phase SQA Planning

Consolidating

Vision, Values & Positive Relationships

Wellbeing, Inclusion & Equalities



Understanding

Leadership at all levels

**Laudato Si
Developing ^ Relationships with God**



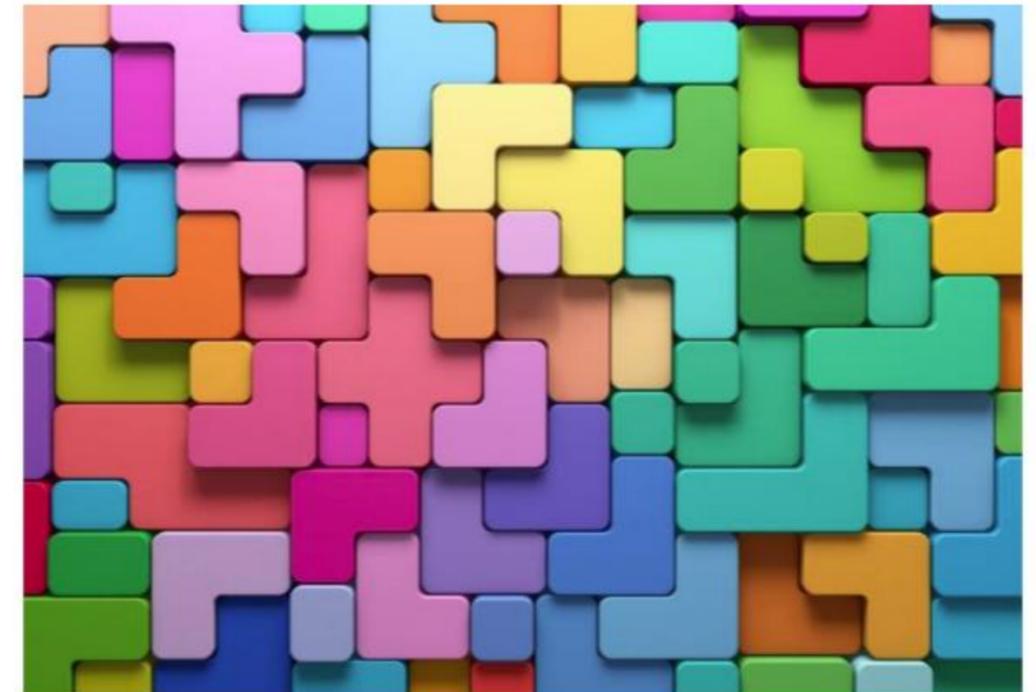
Positive Relationships Strategy



- West Lothian refreshed Positive Relationships Strategy Sep 2025.
- All schools, as part of the West Lothian RAISE plan, expected to review/create their Positive Relationships Strategy over this academic year.

Promoting Positive Relationships
in West Lothian Education Establishments

Guidance
2025



West Lothian School Guidance – Positive Relationship Strategy

Positive Relationships Strategy to include:

1. Introduction - School Vision, Values and Aims
2. Rules/Agreements/Expectations 
3. What Matters to Us: This is how we do it here
4. Celebrating and Recognising Success
5. Restore and Repair
6. Appendices: Relating to positive relationships, including attendance strategy, key adult guide, learner interventions, Equity Strategy.

Positive Relationship Strategy Consultation

- October 2025 – S1 RE classes collaborated to come to the conclusion that ‘READY, RESPECTFUL , SAFE’ would be a good baseline for our ‘Rules/Agreements/ Expectations/Standards’ part of the positive relationship strategy.
- Inset Day 27th October – Staff reviewed worked on the ‘Rules/Agreements/Expectations/ Standards’ part of the positive relationship strategy. Carousel task reviewing examples from other schools. Agreed that ‘READY, RESPECTFUL, SAFE’ would be the broad headings.
- S2/3 Pupil Council now being consulted on definitions of ‘READY, RESPECTFUL, SAFE’.
- Parent Council invited to have a say on what this could look like.

Ready

- Being ready to learn
- Having correct uniform
- Being on time
- Having the right materials
- Following instructions
- Pushing to be your best



Respectful

- Respecting others
- Listening to others
- Respecting others' property
- Good manners
- Keeping school community tidy

Safe

- Promoting equality and fairness
- Thinking before speaking
- Moving safely around school
- Being aware of personal space
- Following instructions



Our KPSS Community are:

Ready

Pupils have:

- Uniform ready
- iPads charged and available for use
- A focused and engaged attitude

Staff provide:

- A positive welcome at the door
- A clear purpose of learning and effective class routines
- Engaging activities for all

Respectful

Pupils & staff are:

- Polite and kind
- Actively listening
- Inclusive



Safe

Pupils & staff:

- Create a nurturing classroom
- Create and maintain positive relationships
- Remain calm

Ready

- ☞ Wearing our school uniform.
- ☞ Attending all classes and being on time.
- ☞ Having our resources (or borrowing if not).
- ☞ Having a positive attitude to try our best at all times.
- ☞ Using the toilet at break times (when possible).

Respectful

- ☞ Showing kindness and love in all our interactions.
- ☞ Listening carefully and speaking respectfully with everyone in our school community.
- ☞ Keeping our school litter free.
- ☞ Having pride in our school environment and community.

Safe

- ☞ Keeping ourselves and others safe.
- ☞ Following the one way systems in corridors/stairwells.
- ☞ Being in the correct area at all times (in class and social times).
- ☞ Making good choices and being a positive role model.
- ☞ Keeping our mobile phone usage to social times only.



Carousel Task

- 3 groups.
- What does 'READY' to learn mean?
- What does 'RESPECTFUL' mean?
- What does 'SAFE' mean?



Head Teacher Update



1.School Improvement Planning

2.Termly Events

3.Rights Respecting Schools

4.Staffing Updates





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Termly Events



- P7 Information Evening – over 100 families
- Values Award Breakfast
- Centenary Mass – St Philomena's
- October – Month of Mary – Legion of Mary
- Sinclair Superstars – monthly awards
- Cross Country Success

- Catholic Education Week events

Archdiocese of St Andrews & Edinbu... @archedinbu... · Oct 27 ·
Congratulations to all at St Philomena's Church in Winchburgh, which is celebrating its 100th anniversary!

Archbishop Cushley is pictured cutting the celebration cake after Mass, helped by senior pupils from Sinclair Academy (@wlsinclair_ac).



Sinclair Academy HFT @SinclairHFT · Nov 6 ·
Well done to our S1 'HFT Heroes of the Month' for October 🏆 our heroes have shown their dedication to our school values of Aspiration, Integrity, Mercy and Service through their work in HFT lessons. Congratulations! 🌟 #teamSinclair



Active Schools Winchburgh and Sinclair @AS_Winchburgh · Nov 7 ·
Well done to @wlsinclair_ac & @wlinchburgh_ac for a fantastic effort at Cross Country on Wednesday. A very wet and muddy event didn't stop them bringing back some medals!
S3 girls 🏆
S1 boys 🏆
Senior boys 🏆



Sinclair Academy @wlsinclair_ac · Oct 16 ·
Congratulations to our Values Award winners for this term who enjoyed a celebration breakfast this morning #SinclairSuperstars



Promote ·
up for praying the
le Margaret Sinclair's
Our Lady in the month



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Staffing Updates



- Ms Cameron – returning from Maternity Leave this week – all S1/2 will have one period of Drama
- Mrs Witonski – leaving for Maternity at end of the month
- Mrs Fahtima Baluch– new PSW
- Recruitment discussions for 2026-27

thank
♥ you!

† Aspiration † Integrity † Mercy † Service