

Sinclair Academy Parent Council

PC Meeting
2 February 2026

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. School Improvement Plan -Skills Framework - DHT
3. HT Update
4. Fundraising
5. Christmas Party Date - Jennifer
6. Spreading wider achievement of the school - Jennifer
7. Mobile Phone in School - Hannah
8. Extra-curricular activities- Hannah
9. Toilet Update
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

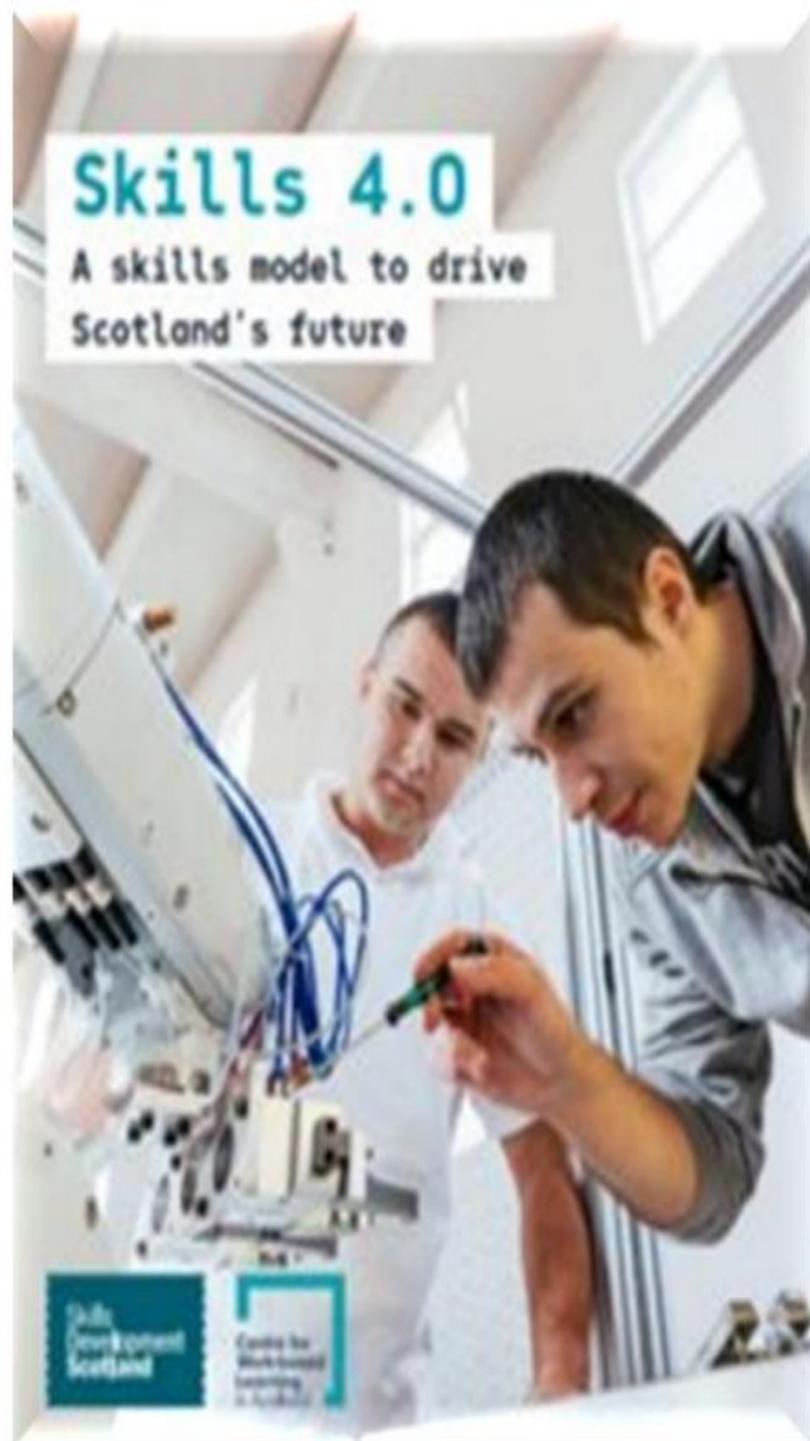
Laudato Si Developing Relationships with God

Skills Framework - Why



- Learners need to develop skills for learning, life and work.
- Learners need to be able to articulate their skills.
- We are teaching and developing skills in our learners (and always have!) but we need a consistent approach.
- Gen+
- S3 to complete a Profile reflecting on their skills.

Meta-Skills



Self-management

Focusing



Integrity



Adapting



Initiative



Social Intelligence

Communicating



Feeling



Collaborating



Leading



Innovation

Curiosity



Sense-making



Creativity



Critical thinking



Meta-Skills



Future Trends for Scotland

Findings from the 2024-25
Horizon Scanning Project



Scottish Government
Foresight Programme
June 2025

 Scottish Government
Riaghaltas na h-Alba

Future Trends for Scotland 2025, highlighted the focus on lifelong learning and skills will grow in the future

There is increasing focus on 'meta-skills', i.e. skills that create adaptive learners and thinkers such as communication, collaboration, creativity and critical thinking.



Did you know
72%
of over 5000 Scottish
employers considered
meta-skills to be of
'significant'
or **'critical'** importance when
recruiting



Self-management

Focusing

The ability to manage cognitive load by altering and sorting information in order to maintain a sense of focus in an age of information overload and constant change



Integrity

Acting in an honest and consistent manner based on a strong sense of self and personal values



Adapting

The ability and interest to continue to enlarge knowledge, understanding and skills in order to remain adaptive and resilient as circumstances change



Initiative

Readiness to get started and act on opportunities built on a foundation of self belief



Social intelligence

Communicating

The ability to openly and honestly share information in a way that creates mutual understanding about others' thoughts, intentions and ideas



Feeling

Considering impact on other people by being able to take a range of different thoughts, feelings and perspectives into account



Collaborating

The ability to work in coordination with others to convey information and tackle problems



Leading

The ability to lead others by inspiring them with a clear vision and motivating them to realise this



Innovation

Curiosity

The desire to know or learn something in order to inspire new ideas and concepts



Creativity

The ability to imagine and think of new ways of addressing problems, answering questions or expressing meaning



Sense making

The ability to determine the deeper meaning or significance of what is being expressed and to recognise wider themes and patterns in information



Critical thinking

The ability to evaluate and draw conclusions from information in order to solve complex problems and make decisions



Meta-Skills



Looking at the meta-skills model and thinking of an activity you have done today, consider the following questions.

- What activity were you undertaking at the time?
- Which meta-skills did you use and why?



Head Teacher Update



1. Termly Events
2. CIA Feedback
3. Communication Strategy



Termly Events



Termly Events



Sinclair Academy | Term 2 Clubs
 26th January to 19th March | Lunch: 12.40 - 1.10pm | After School: 3.40 - 4.40pm
 Any queries about any club please get in touch with the PE department: Wfraser.Forrest@glow.sch.uk or wickalum.miller@glow.sch.uk

Monday	Wednesday
● Quiet Reading Miss Allardice Lunch	● Scrapbooking/Papercrafts Ms O'Neil Lunch
● S1/S2 Volleyball Mr Miller Lunch	● Games & Chat Miss Allardice Lunch
● Art Miss Dalgety After School	● Guitar Mrs Russell Lunch
● Badminton Mr Arias After School	● S3/S4 Volleyball Mr Miller Lunch
	● S3/S4 Netball Miss Drummond Lunch
	● Gardening Mrs Erick After School
Tuesday	● S1/S2 Netball Mrs Walker/Miss Drummond After School
● Crochet Miss Edmonds Lunch	Thursday
● Junior Vinnies Miss Bryce Lunch	● Choir Mrs Cameron Lunch
● Futsal Mr Fairley/Mr Forrest Lunch	● Basketball Mr Forrest/Mr Kemp Lunch
● Hockey Mr MacLeod After School	● Gymnastics Mr Miller After School
● Homework/Study (All Subjects) Miss Gilluley After School	
● Dance Miss McEhenny After School	
● Basketball Mr Kemp After School	

● Open to both Winchburgh & Sinclair Pupils
 ● Open to Sinclair Pupils Only

EXTRA CURRICULAR PUPILS VOICE RESULTS!

49 Pupils Took Part in the Survey

Clubs You Wanted to Stay This Term:

- Badminton
- Volleyball
- Futsal
- Netball
- Basketball
- Dance & Hockey

New Clubs You Would Like to See:

- Gymnastics & Lunch Time Netball

Voted on Time for Clubs:

- 23 Prefer Lunch Only
- 13 Said After School Only
- 13 Said Both

Cross Campus Positive Relationship Pledge

In our school community, we pledge to respect each other's values. We will act with kindness, speak up for others and work hard to achieve our goals.

See It Say It Sort It

Aspiration Integrity Mercy Service Respect Kindness Ambition



Winchburgh Community Careers Fayre

Open to all students from Sinclair and Winchburgh Academy

CAREER CHOICE

NEW DATE

When: Thursday 5th February 2026
Where: Xcite Winchburgh
Time: 4:30-6:30

Skills Development Scotland | DYW | WEST LOTHIAN Developing the Young Workforce

Head Teacher Update



1. Termly Events
2. CIA Feedback
3. Communication Strategy



CIA Feedback – HGIOS 3.1



Thank you to all our parents/carers and colleagues.

Feedback

- Strong sense of community and belonging
- Committed and energetic staff team who are all fully dedicated to the vision and values of Sinclair Academy.
- Outstanding values based leadership ('Commitment to the right things') – modelling what is expected for young people in how staff are supported.
- Promotion of leadership at all levels leading to considerable strategic improvement across the school.
- Agile leadership across the school
- Effective use of partnerships to improve outcomes for learners
- Statutory duties are a priority for all staff e.g. safeguarding and attendance

CIA Feedback



Thank you to all our parents/carers and colleagues.

Feedback

- Child centred, solution focused approaches to getting it right for every child
- Extensive targeted and universal strategies available for staff to meet the learning needs of individuals
- Trusted Adult approach to providing high quality universal support for every individual young person
- Most staff know and are working to meet the needs of learners
- Parents and partners feel the school is approachable and responsive to any concerns/queries

Head Teacher Update



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Communication Strategy



Development Post – Develop the school website

This will be the main form of communication. All newsletters, minutes / letters etc will be available on here

Parent Council Section

Head Teacher Update



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thank
♥ you!

† Aspiration † Integrity † Mercy † Service