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| 23rd OctoberSunnyside Primary School | | | | School badge | | |
| **blend2** | | | |
| Parent Council Meeting | | | |
| **Date:** | 8th May 2018 | **Time:** | 7:00pm | |  |  |
| **Attendees:** | Leeann Currie (Chair), Claire Dilleen, Helen McNaught, Maureen Bell, Gillian Goodwin, Victoria Struthers, Will Kay,. Natasha Woods Wakefield, Councillor Earle, Michelle Campbell  Denise Penman HT, Phil Mathis | | | | | |
| ***Apologies:*** | Tamzin Grossert DHT (acting) Charlene Anderson, Sharon McCafferty | | | | | |

**1.0Welcome and Apologies**

* Leeann welcomed everyone to the meeting.
* Parents / Staff introduced themselves.

**2.0 Meetings of Previous Meeting and Outstanding Actions**

2.0Alloa bike shop to be contacted to ask if they would be involved in bike maintenance sessions. **Action CA**

2.1Leeann has raised concerns about the state of the school with Anne Pearson

2.2 Leeann has liaised with Scotcrest and Mrs Penman to organise a uniform order form. Parents in receipt of uniform grants will be able to place their order during the summer and collect from school on Friday 17th Aug. Uniform will also be available for display on 11th June at nursery / P1 transition evening.

2.3 Tesco black uniform removed from selection.

2.4 Use of Xpression. School will use this for all non-urgent message and texts for urgent messages.

2.5 Homework jotters – review ongoing

2.6 Mrs Penman to ask for staff volunteers at funday.

2.7 P6 Transition – merging on composite class. All P6’s will be together for buddy and prefect training.

**3.0 Chair Person Update.**

**3.1 Joint Head Meeting**

**3.1.1 HMEi inspection**

* HMIE inspection pending to audit the use of Scottish attainment challenge funding.
* Use of PEF funding also part of review
* Education SMT will be able to direct the inspection team to selected schools

**3.1.2 SPTC**

* SPTC to offer training to PC’s, although previous uptake in training offered has been low.
* Leeann has offered for Sunnyside to host first meeting.

**3.1.3 DYW (developing Young Workforce)**

* Michelle Carr DYW co-ordinator attended meeting to discuss their role in developing the young workforce and the benefits of individuals and businesses coming into schools to talk to the pupils, advise on interview skills etc.

**3.1.4 Attendance in Clacks School**

* Attendance in Clacks schools is low compared to other authorities.
* Sunnyside is being proactive in tackling attendance, with John Ferguson on a 23month secondment to focus on improving attendance.
* Target to achieve 95% attendance

1. **Head Teacher Report** 
   1. **Democracy fortnight**

* The school is currently learning about the importance of democracy.
* Aim is to bring ‘pupil voice’ to the front and encourage pupils to take responsibility.
* The Pupil Council and 9 other committees will be formed within the school, e.g. Ecco, Health & Wellbeing, etc
* The school will hold a ballot on 24th May. Cllr Earle & HMCN to enquire about borrowing ballot boxes and booths. **Action HMCN / KE**
  1. **House System**
* The school is to re-launch the house system
* P7 House Captains and P6 Vice Captains to be appointed
  1. **School Prefects**
* School prefects to be introduced, with every P7 pupil having the opportunity to apply
* Expectations of pupils will be clearly defined and with prefects required to sign a contract – which will include a 3 strikes and out rule.
* Prefects will be involved in lunch and break duty, representing the school, etc
* The aim is to instil responsibility and pride in he school
  1. **School Clubs / Groups**
* From August all teachers will have some sort of responsibility for a group / club.
* It is hoped that this help promote a sense of community and improve behaviour.
  1. **DHT Interviews**
* Interviews for the 2 DHT roles were held on Thursday 3rd May.
* The school was not able to appoint to the main DHT post
* Mr Mathis was appointed into the PEF DHT post. This post is to consider consistency in quality of learning, teaching and assessment as well as parental engagement. Mr Mathis will take up the post in August, to avoid any disruption to the P4’s.
* The main DHT post is to be reviewed as currently a grade 5 (high) due to the wide range of roles included.
* Post will be re-advertised, although it is likely the new DHT will be in post for August.
  1. **Playground development plan**
* Not going to plan, due to delays and issues with the playground.
* Original plan was to have a sandpit area, however this has now changed for H&S.
* Mrs Penman has had an offer to re-plant the willow tunnel.
* Boulders . Some concerns have been raised about the boulders being unsafe and dangerous. The positive benefits of ‘Risk Reward’; promoting pupils assessing risk and making informed decisions, are being explained to parents / carers who raise concerns. Nursery parents / pupils are enjoying playing on the boulders after nursery.
* The wet pour around the boulders has been damaged at the weekend and will be fixed.
* Soft outdoor cushions have been delivered and will be stored in lockable metal containers.
* There will be a quiet area in front of the link corridor.
* Sand in the planters is not liked much.
* The Mud Kitchen has been delivered to the infant playground and is proving very popular. The plan is to have a second one for the junior playground.
* P5D are working on planting the garden area at the front of the school
* Daily mile markings have not be painted as the contractors are not happy with the playground surface.
* Ropes on Trim Trail still to be chased up. **Action DP**
* Some concerns raised about use of blunt utensils in the outdoor kitchen. Mrs Neill to attend the Funday and discuss the positive benefits of boulders / outdoor play to any parents with concerns. **Action HN**
  1. **Loose Parts Play**
* Loose parts play has been successful, with the pupils learning lots of new skills.
* Mrs Neill has data evidencing the benefits that it is offering to pupils and the positive effect that it is having on pupils back in the classroom.
* There have been issues with the loose parts in the evenings and weekends and as a result it has been packed away in the container, until suitable storage can be obtained.
* It was suggested that information on the benefits of loose parts play is included in the next school newsletter.
* Natasha volunteered to source large pipes (2.5m), although need to establish how these can be delivered to school. **Action NW**

1. **Treasurers Report**

**5.1 Money in Bank**

* Balance £2,431.02 in bank.

1. **Parent Forum Issues**
   1. **School Hoodies** – these have now been ordered
   2. **P7 Party** – all being organised by the P7 teachers.
   3. **School Race for Life suggested**  - it was agreed that the pupils will look at all fundraising / charity options **Action DP**
2. **AOB**
   1. **P7 Residential Weekend.**  Will Kay volunteered help with residential weekend.
   2. **Reporting Playground Issues.**

Vandalism should be reported to [barry.ritchie@scotland.pnn.police.uk](mailto:barry.ritchie@scotland.pnn.police.uk) or [barry.reiter@scotland.pnn.police.uk](mailto:barry.reiter@scotland.pnn.police.uk)

**7.3Classroom Blinds**. It was agreed to fund the purchase of blinds for Mrs Dowies classroom.

**7.4 Sports Kits.** Mrs Penman has asked Mr Foyle to identify an alternative kit. **Action DF**

**7.5** **Uniform Questionnaire** Natasha to liaise with school to plan Uniform questionnaire **Action NW**

**7.6 Twitter / Facebook link.** Claire to liaise with Mr Mathis and investigate if it is possible to set up an automatic feed from School Twitter acc to PC Facebook. **Action CD & PM**

**7.7** **Community payback workers** – HMCN contacted Chris Binnie. Email to be resent to Mrs Penman. **Action HMcN**

**8.0 Date of next meeting**

* + Date of next meeting: Monday 4th June AGM

**9.0 Dates for the Diary**

* 29/03/18 Walking Breakfast
* 04/05/18 Non Uniform (for Summer Fayre)
* 12/05/18 Summer Fayre
* 28/06/18 Walking Breakfast
* 04/10/18 Bingo Tea
* 25/10/18 Halloween Disco
* 16/11/18 Non Uniform (for Xmas Fayre)
* 06/12/18 Christmas Fayre

1. **Summary of actions arising from meeting**

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| **Ref** | **Action** | **Owner** |
| 2.0 | Alloa bike shop to be contacted to ask if they would be involved in bike maintenance sessions. **Action CA** | CA |
| 4.1 | Election Boxes and Booths | HMcN/KE |
| 4.6 | Roles on Trim Trail to be chased up | DP |
| 4.6 | Outdoor play at Funday | HN |
| 4.7 | Natasha volunteered to source large pipes (2.5m) | NW |
| 6.3 | School Fundraising – charity to be identified | DP |
| 7.4 | Mr Foley to be chased up to organise Sports Kits | DP / DF |
| 7.5 | Uniform questionnaire to be developed | NW |
| 7.6 | Twitter / Facebook link | CD / PM |
| 7.7 | Community Payback Officer details to be emailed to DP | HMcN |