

Crookfur Primary School and Nursery Class Parent Council

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MINUTES

DATE:	7 September 2017 at 1900 hrs
LOCATION:	Crookfur Primary School
CHAIR:	Ms Denny Henderson (Chair)
PURPOSE OF PARENT COUNCIL:	The School Boards (Scotland Act) 1988 and subsequently the Scottish Schools (Parental Involvement) Act 2006 established partnership bodies of parents, school staff and co-opted members involved in the running of the school. They have a number of specific statutory rights and obligations. The main function is to promote contact and the exchange of information between the school, parents and the wider community. They should help to improve parents' understanding of what the school is trying to achieve and they should carry out all their functions with a view to raising the standard of education at the school.

IN ATTENDANCE

Ms Denny Henderson	PM	Ms Nageena Habib	PM
Ms Sheena McGuigan	AHT	Mr Glen Cartwright	PM
Ms Kimberley Slorach	ADHT	Ms Cara MacDonald	PM
Ms Heather Wilson	SM	Dr Alastair Gibb	PM
Ms Claire Dowse	PM	Ms Adele Thomson	PM
Ms Cathy Wilkie-Thompson	CM	Ms Kathleen McGeogh	PM
Ms Laura MacKay	PM	Ms Karen McGrady-Parker	PM
Ms Nabila Riaz	PM	Dr Waqas Waqar	PM
Ms Beverley Stoner	PM	Mr Neil Lovatt	PM
Ms Michelle Wilson	PM	Ms Nabila Ishrad	CM
Ms Kari Gillies	PM	Ms Shabana Hussain	CM
Mr David O'Gorman	PM	Ms Aisha Mahmood	PM
Ms Allyson Gilchrist	PM	Mr Martin Gallaher	PM
		Mr K R Karthick	Observer

CM – Co-opted Member SM – Staff Member AHT – Acting Head Teacher ADHT – Acting Deputy Head Teacher

1. CHAIR'S WELCOME AND OPENING REMARKS

Ms Henderson welcomed everyone in attendance, confirmed any apologies. Members of the parent council thanked the outgoing chair and vice-chair for all their efforts.

2. APOLOGIES

Ms Wendy Durie Ms Dawn Jamieson

3. MINUTES OF PREVIOUS MEETING

The Minutes of the previous meeting and AGM held on 18 May 2017 were approved.

4. **STANDING ITEMS**

4.1. **Internal Parent Council Communications**

- **Removal of the activity trail:** Concerns noted and are being addressed but it may not be possible to replace the activity trail until the 12 month defects liability period for the school refurbishment had ended.
- **Nuts and Grapes:** General concerns about nut allergies remain and concerns were raised that grapes were not being cut in half in schools lunch fruit salads. Guidance on cutting of grapes for school aged children to be reviewed and best practice followed.
- **Gates:** Gates at the front of the school is due to be widened.
- **Tartan uniform:** The possibility for including tartan pinafores as part of the school uniform was discussed agreed that this would not be recommended for adoption.
- **Bike Racks:** Proposal that the bike racks would be moved from the back of the school to a more accessible location. Being considered but concerns raised by the architect regarding aesthetics. Discussions are ongoing.
- **Litter and dog fouling:** This is an increasing issue around synthetic pitch. The school will work with East Renfrewshire Council's Community Wardens to address this issue.

4.2. **Actions Arising**

All actions arising addressed within Agenda.

4.3. **Parent Council Forum/Feedback PC Chairs**

It was noted that the last Chairs meeting had been cancelled.

4.4. **Issues Raised by Parents**

Parents had questioned pupils leaving the school through the main entrance rather than classroom doors. This meant that there was not the opportunity for parents to catch up with class teachers to talk about their children.

Ms McGuigan explained that it was more secure for children to leave through the main entrance. Class teachers escort children to the door at 3.15pm and parents could speak with them then. Alternatively, school management are always on hand at the beginning and end of the day and are pleased to speak with parents at this time. It was also suggested that communication and homework diaries could also be used for parents to give messages to teachers.

Remaining issues addressed at 4.1 above.

5. **Constitution**

5.1. **Review of Constitution**

Ms Henderson raised the amended Parent Council constitution circulated before the meeting. Proposed changes were accepted and it was noted that any future changes to the constitution could be passed by a majority of Parent Council Members. Further comments or amendments to be passed to Ms Henderson

5.2. **PSA/Fundraising Committee name, remit**

The revised remit for the PSA circulated in advance of the meeting was agreed. It was agreed that the PSA would be renamed the Fundraising Committee.

It was noted that a separate Fundraising Committee bank account would be opened which will free up resource from the school office.

5.3. Role of Secretary

Nobody offered to stand as Secretary. It was agreed that other Parent Council members would provide support – especially in relation to meeting minutes.

6. Parent Council Communication with Parent Forum

Noted that the Crookfur Facebook page was up and running but that this could not be the only medium for communication. Parents would continue to be contacted by direct e-mail and e-mails would be posted on to Facebook.

Noted that due to technical issues not all people were receiving e-mail communications from the school. The school is aware of this issue and it was being addressed.

7. Safe Route to School

Road safety: Concerns raised with East Renfrewshire Council (ERC) by the Parent Council and the school have not been satisfactorily addressed. It was agreed that Ms Henderson would follow this up.

Pelican Crossing: Noted that a request put to ERC to replace the zebra crossing at the top of the hill with a pelican crossing following incident where child was injured by a motorist.

Driving and Parking: Concerns were raised about the unsafe driving and parking habits of parents around the school. Despite this issue being addressed by the campus police officer it was noted that behaviours had not changed and the concerns around pupil safety remained.

It was noted that while unsafe driving and parking habits are not easy to address, especially where no motoring or parking offences could be proven, it was noted that behaviours needed to change to ensure the safety of pupils, staff and other parents.

The school will be identifying four junior road safety officers to educate pupils to lobby parents.

The possibility of a collaborative partnership with the police will be explored with a view to including road safety around the school in the local plan. Inclusion in the local plan would feed into policing priorities for the following year. The possibility of using CCTV to address the issue was also to be considered.

8. Education Governance

It was agreed that Denny Henderson, Wendy Durie, Adele Thomson, Kathleen McGeogh and Martin Gallaher would liaise to respond to the Fair Funding consultation.

9. School report – staffing, roll, events, updates & news (SMcG)

Staffing Adverts have been placed for the new Head Teacher for appointment by mid-October.

Roll School roll is 403 pupils. At present, P2 and P4 have limited spaces available for pupils within the catchment area. P5 remains the only stage with spaces where a placing request may be granted. The nursery will reach capacity when the new 3 year-old intake arrives.

Events Eid parties have been taking place. There is a series of meet the teacher events w/b 11 September.

10. School Refurbishment Update

Ms McGuigan advised that the marking of the playground is still to be completed. Gates to be widened at the front of school. Ashlea Landscaping has been appointed to maintain hard landscaping and plants. The woodland area will remain part of the school's remit.

Noted that it was still to be confirmed whether the grassy area at the front of the school would be opened to children. The possibility of asking for parent volunteers to assist with work on the woodland area was discussed. Funding Committee to be asked to consider event in spring.

11. School Improvement Priorities – update on SIP

Ms McGuigan advised school moving on with SIP which addressed a number of issues raised by parents. **Attainment:** School rated as "average within East Renfrewshire". No attainment gap between boys and girls in numeracy and literacy but girls outperformed boys on reading. School is looking to link up children with a similar profile and teachers will work together on action plan – with a focus on reading.

School is looking at the grading of learning to help set the pace of learning.

School will be reviewing homework policy this session.

Ms Slorach provided update on GIRFEC - which is feeding into positive attitude within the school. Noting that an area had been set aside in the school for individualised learning.

House challenge discussed to raise motivation around reading - noting that evidence shows that individual feedback is a better motivator than scores.

Homework and **plus points** to be added to next agenda together with possibility of working with the National Youth Theatre on drama initiative.

12. BYOD

Members to consider the proposal to allow pupils to bring their own device to school – to be discussed in full at the next meeting.

13. Parental Involvement

13.1. **Nursery parent involvement:** Parked. To be taken up directly with the nursery.

13.2. **Coffee and Chat:** Parked.

13.3. **After School Clubs:** Suggestions for non-sport after schools clubs proposed.

13.4. **Parent workshops:** Links into School Improvement Plan.

14. AOCB

Agreed Ms Mahmood would attend the Equalities Forum on Thursday 14 September.

15. DATE OF NEXT MEETING

The next meeting will be held on the 26 October 2017 at 7pm at Eastwood High School.

On behalf of:

Ms Denny Henderson

Chair, Crookfur Primary Parent Council