

Crookfur Primary School and Nursery Class Parent Council

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Minutes of March 2019 meeting

DATE: Monday 19th March 2019 at 1900 hrs

LOCATION: Eastwood High School

CHAIR: Denny Henderson

PURPOSE OF PARENT COUNCIL: The School Boards (Scotland Act) 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

Class	Name
Nursery	Aisha Mahmood
Nursery	Ailsa Munro
Nursery	Catherine McLatchie
P1	Conor Murphy
P2	Michelle Wilson
P3	Kari Gillies
P3	David O'Gorman
P3	Allyson Gilchrist
P4	Denny Henderson
P4	Gillian Plews
P6	Adele Thomson
P6	Alistair Gibb
P7	Kathleen McGeogh
P7	Karen McGrady-Parker
Co-opted	Shabana Hussain

Staff members present: Mrs McGuigan, Mrs Slorach and Mr McMillan

1. CHAIR'S WELCOME AND OPENING REMARKS

Denny welcomed everyone in attendance, confirmed any apologies.

2. APOLOGIES

Class	Name
Nursery	Maram Amad
P1	Dawn Jamieson
P1	John Brennan
P2	Beverly Stoner
P4	Claire Dowse
P5	Wendy Durie
P7	Waqas Waqar
Co-opted	Cathy Thompson

3. MINUTES OF PREVIOUS PARENT COUNCIL MEETING

The Minutes of the previous meeting held on 29th January 2018 were approved except for one point – The Primary 7 hoodies will be bought by parents and not provided for free.

3.1 Actions Arising from Previous Minutes

- Car park leafleting - as there were no volunteers to lead it, this did not happen and Denny is proposing to not do the leaflet hand out unless a group volunteers to do so. For now, it shall be left.
- All of the required Website documents are now online.
- Order form is out for P7 hoodies

ACTION - Fix mistake in minutes from last meeting that state hoodies will be free. This is not the case (DH)

4. COMMUNICATION

4.1 Internal Parent Council communications

There have been no internal communications since the previous meeting.

4.2 Communications from the Parent Council to the Parent Forum

The parent-led after-school clubs currently running are Arts and crafts for P1 (run by Deby Short), Lego for P3-4 (run by Gillian Leitch and Michelle Wilson), Coding P5 (run by John Brennan) and Contemporary dance for P5-7 (run by Gail Ashley).

A Grandmother has come forward offering to teach bridge and potentially set up a bridge club, she is part of a large club. Bridge will be brilliant for maths and strategy and therefore be educational whilst fun. One of the Bridge club will come and act as a Teacher for a few weeks then someone (a volunteer) would progress it and run the club going forward. Kari will put a post on Facebook page and ask for volunteers. Mrs McGuigan will ask for teacher volunteers.

ACTION

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| <ul style="list-style-type: none">• Kari – Create a Facebook post asking for volunteers• Mrs Mrs McGuigan – ask for Teaching volunteers |
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Denny has stopped creating a PC newsletter. Denny provides all information that would go into one to Mrs McGuigan who puts it in her termly newsletter. Minutes from our meetings are on the school website and Facebook/email is also used to update parents. Therefore, it is believed there is no need to duplicate this information in a separate PC newsletter. PC are in favour of this.

Miss Amin and the Junior Road Safety officers are looking to create a safety video, from Denny's online request there have been 2 offers of support to help create this. The video will be about traveling to school issues and safeties.

A parent has asked if there is Crookfur matching sports kit and why it wasn't worn at Cross-country. Mr McMillan responded that there is a tracksuit and a decision was taken not to wear it for Cross-country.

4.3 Feedback from National Parent Forum of Scotland/ PC Chairs

The Meeting occurred just after our last PC meeting. It wasn't a standard meeting; this one was a focussed mental health workshop. There were a variety of different officials all explaining their roles linked to this. Denny will pass round the information of services that were there and Mrs McGuigan will provide links to these organisations. Denny felt it was more aimed at High Schools, but she found it very interesting.

ACTION – Pass details of mental health workshop participants to PC members (DH)
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Joe McLauchlin, the East Renfrewshire rep of the National Parent Forum of Scotland gave a brief update. The [NPFS website](#) has been updated with useful information on mental health awareness. Joe also explained that the Maths lady from Education Scotland who had spoken at a previous meeting has moved on. Her replacement had again asked for PC chairs volunteers to proof read parent information.

5. Issues Raised by Parents

Connor was contacted by a parent who says one of the benches at the bike track fell over onto a child's foot as he was climbing up onto it to sit. The benches are big and heavy and not totally sturdy due to ground not being level, they are not secured to the ground. Denny will look into how to make them safe – move to more level ground? Fixing to ground?

Action – Denny will look at them tomorrow and get them moved to better spot. She will discuss with Jason. (DH)

6. Family Centred Approaches Accreditation

Mr McMillan gave a presentation about Family Centred approaches. Crookfur are looking to bring this in as encouraged by East Renfrewshire council and the Scottish government. Currently we have the Bronze award for "Family friendly accredited" and we are aiming for silver. Nursery have Silver already and are aiming for Gold. Cluster groups have been created and we are clustered with Uplawmoor, Neilston and Isobel Mair. We have been partnered with Netherlee and will work with them to share info and experience. They are aiming for Gold. Indicators have been highlighted where there is a next step required – The 4 indicators highlighted are –

- area for less formal meetings created,
- to become breastfeeding friendly (training for staff and areas provided),
- more parental involvement (equipment and resources to support participation) and integrate parental involvement so that it's not one-off events or weeks,
- increased communication between staff and class teachers.

These are the 4 actions that need evidenced in order to aim for Silver. There will be a focus group there when Netherlee come in to assess (in June). Our aim is to make Crookfur a community. Crookfur can become a first point of call for families looking for advice and support. A space would need to be created that is informal and suitable for parents/breastfeeding/etc and to act as a family room type space (this is required for gold)

7. Fundraising Update

Thank you to school for arranging the Mini Mudder event. It raised over £4,300. At present the current total raised for the activity trail is £8,643. The quoted costs to purchase and install the activity trail range from £12k to £18k. There has been a reduction in the initial quote of £15k as this was for bark rather than grass mats, but other supplier has warned against using bark. Scotplay are the favoured supplier at present, they have provided all the other trails in East Renfrewshire and have the appropriate safety specs. The aim is that the trail will be suited to

nursery and older kids. The activity trail will need to be signed off by the council with regards to safety and suitability.

The first instalment of Co-op money will come through in April, we are hoping to get around £1,000. There will be another instalment in November. Ladies Night is on Friday, current ticket sale of 75 out of 100. All proceeds from Ladies Night will go towards the activity trail.

Other organised events are as follows;

- Crookfur will have a stall at the community council fayre at Albertslund Hall in April.
- Nursery discos for AM and PM,
- Raffle will happen in May,
- Summer Fun Day 8th June,
- Sports day refreshments will also be run by Parent Council.

There is currently £7,759 in the account. There will be £3,349 balance once agreed payments have come out, and we still have to pay out £975 for PA system, £100 for visiting author. That leaves £1,558 available to spend. Fundraising will pay for leaving trophies for P7s and ties for Nursery leavers. Last year ties were provided for free due to agreement to put a link to Stevensons on School website.

A question was raised about us paying for P6 author. Denny has checked PC constitution to see who should approve funding requests from the school and the PC is responsible. PC is responsible for managing the spending of the money, Denny has the following recommendations;

- Fundraising Committee (FC) will be in charge of running events and won't be responsible for deciding on spending. PC will make those decisions at the meetings and they will therefore be minuted.
- Any expenditure under or totalling £100 (between meetings) can be approved by a smaller group and this will be recorded at the next PC meeting. Larger amounts will be raised at the next PC meeting. The smaller group is Denny, Gillian Leitch (FC chair), Gillian Plews (FC treasurer) and Kari. Mrs McGuigan/DHT will also approve the school requests.
- FC will only be asked for money for items that do not fall into category of normal school items or suppliers who aren't on Councils agreed suppliers list. Any other items that need a quick answer about funding, an email will be sent out to PC to ask for approval. This will be put into place and can be reviewed in the future.
- There will be a meeting with the school to find out what they would be looking for financially over the next year/term.

Action – Fundraising budget meeting to be held between PC, FC and school (Denny / Gillian Plews/ Sheena)

Helpers are needed for nursery disco.

Any contacts for raffle prizes are required.

8. School Report - roll, staffing, events, updates & news

School roll: is 446. Nursery is 90/90

Events:

- The Netball team won the cluster round and they have the Final on Thursday.
- Plans in place for coffee and chat sessions, newsletter will inform of everything.
- The school completed a self-evaluation review, focus on P7 into S1/2, problem solving a key point. Report from Uplawmoor was very positive with their review of the P7s problem solving.

Budget:

- a download of money to be spent on STEM subjects. £6,000 has been allocated for this and it's going to be used for 8 x iPads, a full class set of Spheros, 5 sewing machines, Bluebots, trolleys and cookers, curved blocks (construction and creation in P1).

- A cluster allocation of money from Isobel Mair has been donated to Crookfur in the amount of £1,200, it's going to be spent on resources for playful approaches to learning in P2.

Staffing update:

- council made a move previously where you can carry forward funds and it can be spent over a 3-year window. Crookfur therefore have some money being carried over that needs spent before the time deadline. It will be used to pay for an additional child development officer in the Nursery, April 19 to April 2020 (this will be Miss Scott), also a new part time member and new full-time member of staff.
- Mrs Jamieson has got post of Deputy Head Teacher. The acting principal teacher role for Miss David's maternity cover will be advertised and supply for Mrs Denholm.
- There are 3 posts being advertised for extra teachers; extra teacher for large P3 class, Miss Shaw replacement and a full-time post (following Mrs Jamieson's promotion). Two other staff members are swapping contract hours.
- Mrs McGuigan had been nominated to apply for a role of Education Scotland Associate Assessor and she was successful in getting role. She has begun training and may be out of the school more often. School are currently working out the staffing pattern for next year when nursery hours change. Work patterns will be changing.

9. PEF (Pupil Equity Fund) update

Will be looked at the next meeting due to time constraints.

10. Skills Academy Update

Flexibility in the curriculum. Looking at the broader range of skills that children need. A focussed launch into this type of learning using these 4 pathways –

- digital technologies,
- life skills,
- design and manufacture,
- learning for sustainability.

Exploring different ways to deliver learning, each pathway will hopefully have a link to a business or community, teachers will collaborate to plan with the children a series of lessons. In the next term they would focus on the next pathway. There is an importance to have a business link, to help develop this and prepare them for their working lives in the future. This will be school wide but at different levels and it will be progressive as they work their way through the school.

11. School Improvement Plan for 2019/20 – initial thoughts

Desire to have element of working to improve and enhance play experiences (lunchtime etc). Continue to work on maths for the maths attainment. Mrs Fry is studying a masters and wants to run a project on Growth Mindset. Mrs McGuigan will create a draft of the plan for PC to review before it is submitted in June.

12. AOCB

none

DATE OF NEXT MEETINGS

- Parent council – Wednesday 22 May 2019 (final meeting)
- PC Chairs – Wednesday 12 June 2019
- Equalities Forum – Thursday 16 May 2019

Ms Denny Henderson
Chair, Crookfur Primary Parent Council