**Carolside Parent Council Meeting Minutes**

**Date: Tuesday 21st May 2019**

**Venue: Carolside Primary School**

**Present:**

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| **Name** | **Initials** | **Year Group** |
| Jacqui McIntosh | JM | Nursery AM |
| Nicola Edgar | NE | Nursery PM |
| Pamela Graham | PG | P1 |
| Fiona McKenna | FM | P2 |
| Jonathan Black | JB | P2 |
| Christine Carswell | CC | P3 |
| Deborah Wilson | DW | P3 |
| Gillian Cox | GC | P4 |
| Lesley Watson | LW | P4 |
| Rebecca Nicholson (Chair) | RN | P5 |
| Sharon Henderson | SH | P5 |
| Judith Currie(Vice) | JC | P6 |
| David Cubley | DC | P6 |
| Christine Kiltie | CK | P7 |
| Lorraine Jenkins | LJ | P7 |
| Bryan McLachlan | BMc | Headteacher |
| Jacqueline Dunn | JD | Depute |
| Gayle McDonald | GMc | Depute |
| Annette Ireland | AI | Councillor |

**Apologies:**

1. **Actions outstanding from previous minutes:**

Milk and tuck letters for parents of children moving into P2 and P3 respectively are ready to go. There are fewer cakes offered since Easter and toast & pancakes are now available more than previously.

Jo McGregor is working on “Things I Wish I had Known” with Fiona McKenna.

JSRO’s have been given information regarding how pupils get home from, as well as to, school. This has been passed to Pupil Council reps who have shared it with classes.

1. **Head Teacher’s Diary**

**21st May 2019**

The end of the school session is rushing towards us! I trust that this brief update is useful to you.

**Staffing**

A few items to report this month:

* Lucy Johannessen has gone on maternity leave - her second child was born just a couple of weeks ago. Mrs Cheryl Robertson and Mrs Lyn Douglas are covering the class between now and the summer holidays.
* Thinking about transitions at this time of the session, but there is much to sort out:

                - We expect 5 NQTs, but this is yet to be confirmed;

                - We wish Miss Rutherford and Mrs Rennie well as they go on maternity at the end of the session.

                - Mrs Gillian will take on the responsibilities of PT in the absence of Miss Rutherford.

                - Mrs McCandlish will return to work following her maternity leave;

                - We congratulate Miss Baillie, Miss Ahmed, Miss Muscat and Miss Greenshields on their permanent

                appointments to posts here in ERC and beyond over recent weeks. We wish them well for the future.

* Miss McCracken will retire from her post at the end of the session. She has worked here for many years and will be very much missed. We wish her a long and happy retirement.
* All of the above means that we are some way away from deciding class teachers for next session. I’ll update you with regard to this when the staffing situation is a bit more settled.
* Finally, there will be a reduction of PSA hours in this, and all schools, next session. I’ll keep you updated with regard to the outcome of this process over the next few weeks.

**School Improvement Planning**

Thanks to all who offered feedback to the school over recent weeks. This feedback has been used to help create a draft of the school improvement plan for session 19-20. I will speak to the draft a little later in the meeting. This draft has been shared with pupils, parents and staff already and any other feedback would be most welcome as we work towards the draft becoming the final version.

**Cluster Improvement Planning**

The Cluster PLan is being drafted at the moment, and the management group hope to confirm final plans for next session early next months. There will be standing groups which will progress Moderation, Art and Design, STEM Subject and Transitions across cluster schools next session. Again, when the draft is available I will share it with you.

**Other News**

* Lots of transition arrangements being make at this time of the session, thinking in particular of incoming P1 children and the children leaving us to go to high school.
* Sports Day is next Friday, the 31st - we look forward to a sunny day and a great turn out to support the children.
* Open afternoons.
* Family centred silver accreditation.
* Primaries 5, 6 and 7 are all working together to create a performance of The Lion King, which we hope you’ll all enjoy. Performances are on the afternoon of the 4th and the evening of the 5th of June.
* We’ll also have the various events linked to the graduations - tie ceremonies for P7 and nursery pupils, the leavers assembly and the P7 dance, to name a few. Full details of all the dates are in the newsletter that went out earlier this week.
* This weekend is the holiday weekend, with the school closed to pupils for the election on Thursday.

Thank you for your support of the work of the school. Have a good holiday.

1. **Toilet Update:**

The third toilet block is being upgraded during summer break, the fourth block is not expected to be refreshed anytime soon.

A questionnaire will be sent to parents and the PC will be invited to look at the results with BMcL. The final decision will be his.

JB asked if parents are asked and choose “option 1” for example, will that be upheld?

LJ offered that questions need to be clear, there should be a definitive “option 1”, “option 2” and “either” choice with the ability to add comments.

BMcL said that there is a difference between a consultation and a vote, he doesn’t want this to be about votes.

Pupils will also have the opportunity to have their say.

The people who take the time to respond may be those who feel strongly about the issue.

It was agreed around the table that people should be asked to be clear about what they want as comments can be open to interpretation and that no response would be presumed consent for whatever decision was made.

The three options available will be

* Unisex
* Gender specific
* No preference

BMcL confirmed that previous correspondence around initial change of toilet provisions were equally strong on both sides of the discussion, that lots of people didn’t feedback as they didn’t know/didn’t have strong feelings either way and that he expects a similar response to this consultation.

This will be discussed with children through the Pupil Council and with other stakeholders including the staff.

A unisex provision upstairs would mean a heavier weight towards a unisex provision.

BMcL is keen to have a transparency of process.

AI asked how consultation would be sent to parents. BMcL confirmed it will be sent electronically and returned directly to school with any requests for access being agreed after responses have been anonymised.

PC members are asked to encourage their year group to engage and complete the consultation.

Parents will also be asked not to share the link to the consultation out with the school community.

1. **School Improvement Plan (SIP):**

177 responses to SIP consultation. 849 children on the school role.

The plan is still in draft at the moment.

5 staff are attending a conference in Strathclyde University this evening about “Continuous Provision in Play”

Discussion around meeting the needs of the children in different ability groupings for English and Numeracy when various concepts have varying levels of understanding/competency. The class teacher needs to know their class very well so that the children are unaware of the group’s levels.

If people wish to feedback re SIP they are invited to email, drop –in or catch BMcL at the school gate.

P2 representative requested additional information on Playful Pedagogy for the P2 parents. Other interest in the room for various year groups.

JD informed the PC that there is a family friendly version of SIP available as part of the Family Centred Group.

1. **PC Communications/Parent Questionnaire:**

RN will resend the questionnaire to PC members for discussion before sending out to parents. RN attending P1 induction to talk to parents about PC. Please send any ideas of what could be added to the chat.

Suggestion to keep sending out information and hope for people to link in/respond.

1. **PTA Update:**

No update re account balance.

Lots of volunteers for the Summer School Fayre came forward through the Facebook request.

The PTA have received a request for Chromebooks and to fund the playground being re lined.

1. **PC Next Year/Self-assessment:**

RN has been advised by some current PC members of their intention to remain as representative or pass the post on to another parent. If anyone has yet to do so please advise her as soon as possible. JC will be stepping down as vice chair so nominations to fill the position are welcomed.

Brief discussion around whether or not Chair and Vice Chair posts should be held by someone also representing their year group. RN will refer to Connect (parent council support body) and advise PC of their suggestion.

Update: Office bearers do not require to represent year groups

1. **Ongoing Matters:**

The bus bay continues to have some issues, the wardens are visible and have issued their first ticket. It is hoped that when people see the wardens they will leave the bus bay so as not to get a ticket.

“Wardens are dismayed by the irresponsible parking they see.”

An ERC staff member has been involved with the police and has requested that they have officers come by the school and support the wardens.

ERC are having a travel consultation (available online) and it is requested that parents complete the survey. Cllr Ireland has assured it will be used and has asked that people complete it by 29th May. The council need to get back to Sustrans by 15th June and the Parent Council will be given feedback from ERC after this.

Agenda items to carry forward to next session; Homework, Health and Well-being and “Things I wish I had known”. FMc is asking for people to read over draft for clarifying information before printing. Jo McG has shared the version used by Crookfur PS.

1. **AOCB:**

There are an increasing number of dogs at the school gates; a suggestion was made that one gate be allocated for anyone bring a dog to drop off/pick up or that one gate be made dog free.

BMcL will re issue the advice (via the next newsletter) of not standing at the gate but to keep the dogs between their owner and the railings so that people who are fearful of dogs can safely and easily get passed on their way into/out of school.

A staggered start for other year groups is being considered, due to the success in P1, which should help to alleviate traffic and the number of people at school at one time.

1. **Next Meeting : AGM – Tuesday 11th June 2019 Carolside School Staff Room**