

Crookfur Primary School and Nursery Class Parent Council

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Minutes

DATE: 18th September 2019 at 1900 hrs
LOCATION: Eastwood High School Sports Centre
CHAIR: Mrs 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.

1. CHAIR'S WELCOME AND OPENING REMARKS

Denny welcomed everyone in attendance and confirmed apologies.

2. ATTENDANCE & APOLOGIES

<i>Present</i>		<i>Present</i>		<i>Apologies</i>	
Class	Name	Class	Name	Class	Name
Nursery	Georgina Rodgers	P5	Denny Henderson	Nursery	Catherine McLatchie
Nursery	Krys Kujawa	P6	Wendy Durie	Nursery	Maaham Ahmad
P1	Ailsa Munro	P6	Karen McGrady-Parker	P2	Conor Murphy
P1	Lynsey Williams	P7	Adele Thomson	P3	Beverly Stoner
P1	Melanie McPhail-Smith	P7	Alistair Gibb	P3	Lisa Selman
P2	Dawn Jamieson	HT	Sheena McGuigan	P4	David O'Gorman
P2	Jenny Andrew	DHT	Kimberley Slorach	P4	Allyson Gilchrist
P3	Michelle Wilson	DHT	Claire Jamieson	P5	Gillian Plews
P4	Kari Gillies			P5	Fraser Strachan
					Cllr. Gilbert

3. MINUTES OF PREVIOUS PARENT COUNCIL MEETING

The AGM Minutes from 3rd September 2019 were approved. It was noted that there were no actions arising from the previous parent council meeting minutes of May 2019. It was recorded that no parents had volunteered for the Bridge Club.

4. PARENT SURVEY RESULTS

The results had of the survey were provided in Appendix B to the Agenda for this meeting (and Appendix B to these minutes). There were 62 responses. The response rate was therefore down on last year when 90 responses were received. Consideration was given to the responses by the Parent Council. It was clear that the four main issues currently under consideration by the Parent Council, namely helping Crookfur to meet the objectives set out in the School Improvement Plan, Road Safety/Parking, Facilitating parental involvement within the school and the cost of the school day, were all issues which concerned the respondents. The overwhelming response was that parents would welcome mental health/wellbeing events being run in the school.

It was noted that there is to be a school-led curriculum evening on Tuesday 29th October 2019 dealing with mental and emotional wellbeing. Mrs McGuigan indicated that she would hope to get a representative from Psychological Services to attend. Depending on their availability, the date pencilled in on the calendar may be subject to change if the speaker is not available.

There was discussion about engaging the services of a motivational speaker similar to last year's visit by Ricky Mundy which had been well received. The fundraising budget could be used to pay for this and will be considered.

The survey highlighted that few parents were willing to run, or help to run, of a lunch time or afterschool club. The reasons for this were discussed. Many parents have other nursery school children to care for which would make this difficult, many parents have work commitments or some have no confidence to run such a club. **A list of potential volunteers has been obtained and contact will be made with them in due course.**

Mrs McGuigan reported that the new Co-Ordinator for Active Schools has now been put into post and is coming to meet her. Following this, a letter outlining the clubs on offer this term will be sent out to parents.

It was noted that the Parent Council question in the survey appears to show an improvement amongst the parent cohort in knowing how to contact the Parent Council, which is to be welcomed.

5. MATTERS RAISED BY PARENTS

A number of matters had been raised by parents. Some of these were matters raised in the Parent Survey and others were matters that had either been passed to a PC representative or emailed to the PC email. All matters were discussed, and Mrs McGuigan clarified the school's position on each matter which can be found in Appendix A.

- A concern that all parent events were taking place during school hours
- Road safety matters
- Activity trail flooring
- Frequency of school trips
- Policy with regard to indoor shoes
- Diversity
- Concerns raised about the reduction in Pupil Support Assistant numbers
- Information request from parents about the House system
- Accessibility to the MUGA pitch over the weekend
- Access to the school grounds and the school building from a safety perspective
- Dogs in the school
- Defective doors in school
- Outdoor PE in severe weather
- Homework

In relation to the issue of road safety, Michelle raised concerns about the overgrown bushes at the corner of Lomond Drive. Denny indicated that she would raise this issue with the ERC.

Action: Contact the council about the overgrown foliage at the corner of Lomond Drive (DH)

ACTION: School to contact ERC about the possibility of a crossing patroller on Lomond Drive (SMcG)

Concerns have been raised around drivers failing to stop at the zebra crossing between Eastwood and Crookfur.

Action: Contact the council about the visibility and signage for the crossing (DH).

Karen indicated that she had contacted ERC requesting a crossing on Stewarton Road near Kestrel Wynd and has been informed that a Road Safety Officer would meet with her.

It was noted that there continues to be use of the staff car park by parents and that the school and nursery are doing all that they can to prevent this from happening.

In relation to the activity trail, it was noted that a quote for a rubber surface under the activity trail came in at between £10,000 and £15,000 which is cost prohibitive. There are also concerns about the use of bark, as it would need to be checked on a daily basis for any sharp objects. It also become a hazard when temperatures drop below freezing.

In respect of school trips, Mrs McGuigan requested P6 Reps canvas parents' views on the possibility of a trip to the Titanic Museum in Belfast for P6 who were studying the topic this year. The costs were around £58 per child, however, there could be some fundraising to reduce this a little. KP and WD undertook to canvas opinion through the P6 Facebook page and report back.

Action: Seek opinions from P6 parents on possibly trip to Belfast (KP/WD)

6. COMMUNICATION WITH PARENTS

Denny thanked the reps for doing a good job communicating with the parents/carers in their year groups via Facebook and WhatsApp. A few parents had commented on the volume of Facebook posts with information being share on both the main Parent Council Facebook page and also on the individual year group pages. On balance, it was felt that while it was possible to overwhelm people with information, the important thing was making the information available.

It was good to have some many parents raising questions with the parent council. Denny reminded the reps, that if a query was something that had already been discussed, reps could of course answer an issue when it was asked e.g. questions about parking etc. However, it was also important that a record of the parent queries raised was maintained through the minutes of the meetings, so any queries dealt with should also be passed to Denny to log.

7. HEAD TEACHER REPORT

Mrs McGuigan reported that the school roll is currently 458. There have been new pupils in P3 and P5 and there are waiting lists at a few stages.

The nursery roll is lower than capacity at 60/60. This reflects the additional facilities available at Maidenhill, St Cadoc's, Hazeldene and Calderwood Lodge. There is more choice for parents. A nursery newsletter will go out shortly.

P7 carried out their Safety in the Park event recently and P6 were involved in Diversity day, which is an annual event held at Barrhead Foundry involving a number of sports activities.

The Open Afternoons at school are ongoing.

The Pupil Committees have now been elected and badges have been given out at assemblies.

The school is in the process of updating the improvement plan with Mrs Jamieson and Mrs Lamont focusing on outdoor learning and improving the lunch experience.

Mrs McGuigan reported that ERC have a different financial procurement system and transferring to this was a huge undertaking which put a temporary block on purchase orders while the system transferred over. It is now live, and purchases will be able to recommence.

In respect of budget and staffing, there is now an additional PSA. The new role of "Play Worker" in the nursery had been appointed. The school is going to use financial reserves to fund an additional Child Development Officer. The advert for this post has now gone out. Mrs McGuigan reported that there had been a lot of staffing changes within the school and there is a very positive atmosphere in school at present.

Letters to parents will be sent shortly about lost property, the Cycle to School event and the Digital Leadership Programme.

Mrs McGuigan reported on the Prefect System and the Play Leader training that is ongoing by two P7 Teachers. The Play Leaders will be assessed by Mr Brown and issued with certificates. They have fluorescent bibs to raise their profile. Most of P6 and P7 had applied to be Prefects. This lays the foundation for them to be Sports Leaders at Eastwood High School. It is also with the aim of improving lunch times. Mrs McGuigan had approached Eastwood High School and now has some young people from EHS coming into school on a Monday and Friday and organising events in the MUGA or hall for the primary children.

There is to be a "Jeans for Genes" event taking place on Friday, 20th September which had been suggested and organised by the P7 children.

There will be an event on 4th October 2019 in conjunction with Show Racism the Red Card which will essentially involve a "wear it red" day but there will be not be any fund raising or collection of money.

A question was raised as to whether the summer reading challenge that had been run by Mearns Library could be used by pupils to gain one house point and Mrs McGuigan indicated that that would be possible.

8. PUPIL EQUITY FUND UPDATE

Mrs Slorach reported that this was a fund that was allocated to the school based on the number of children in receipt of free school meals. Our allocation at Crookfur this year is £31,200 which is the highest amount that has been received in recent years. This fund of money has previously been used to fund a part-time Teacher. There is an attainment team that are working with Pupil Support and this has allowed Mrs Fry to focus on numeracy and growth mindset. Mrs McKim has been focusing on literacy and the nurture room and reading recovery with P2. The idea is to improve attainment, and this is targeted. P7 pupils are also acting as reading buddies for P3 and this may be extended to P6 pupils.

One of the goals is to increase engagement of families and to break down barriers to attainment, focusing on areas like motivation, wellbeing and health and mental health. There are kit bags available with the aim of helping pupils cope with anxiety and building resilience. It was noted that this is the third year of PEF and every year it has increased yet Crookfur is in one of the least disadvantaged areas in society. The attainment gap is closing but it is more prevalent in children who are entitled to free school meals. Poverty is not the only barrier to learning and children achieving. The plan is also to tackle children who are achieving but who could do better with the right supports and strategy.

9. FINANCIAL STATEMENT

Denny reported that there is approximately £2,000 in the bank account. The school thanked the Fundraising Committee for purchasing the fluorescent bibs for the Prefects. There are no funding

requests at present. The money from the Co-Op has still to come in. There are fundraising discos coming up. The P1 disco is in September and 37 tickets have thus far been sold. It was noted that it falls on the Thursday prior to the September weekend. There are other discos scheduled for 24th October 2019 and it was noted that helpers are required.

There is a forthcoming Christmas shopping night arranged for 8th November 2019 with stalls available at a charge of £20. Any requests for stalls should be directed to the Fundraising Committee.

10. REPORTS FROM EXTERNAL MEETINGS

Denny indicated that Alison Gilchrist had attended the Equalities Meeting and had reported that much of the discussion centred on gender balance and stereotype.

Denny had already e-mailed the minutes from the Parent Council Chairs Meeting to Parent Council members. The main topic of discussion was the cuts to Pupil Support Assistants.

11. DATE OF NEXT MEETING

- PC Chairs – Wednesday, 2nd October
- P1 Coffee and Chat – Wednesday, 9th October
- Curriculum evening – Tuesday, 29th October
- P2/3 Coffee and Chat – Friday, 1st November
- Parent Council – Monday, 4th November
- P4-7 Coffee and Chat – Friday, 8th November
- Equalities Forum – Wednesday, 22nd January

APPENDIX A – SCHOOL RESPONSE TO PARENT MATTERS RAISED

Issue	Response
All parent events during school hours	<p>Open classroom events such as those held this week must take place during the school day. Crookfur does not hold a <i>Meet the Teacher</i> event specifically.</p> <p>Parent evenings (x4) are held in the evenings and this year we have planned two curriculum evenings (Oct and Jan) for parents and children which we hope will be well attended.</p> <p>With regards school shows, P7 have an evening performance of their show and this year all other stages will have two performances during the school day. Additional performances have been planned following parental requests.</p> <p>Cognisance must be paid to teacher's contractual hours when planning events out with normal working hours:</p> <ul style="list-style-type: none"> • 35-hour week (22.5 pupil contact & 7.5 preparation/correction) • 195 hours collegiate activity e.g. parents' evenings, staff meetings, curriculum development, planning, assessment, reporting etc. • 35 hours professional development e.g. attending courses, professional enquiry/research, professional reading. <p>195 hours collegiate activity are agreed annually (Working Time Agreement) amongst teaching staff/union/school leadership. The WTA will vary from school to school depending on the improvement priorities of the school and local needs.</p> <p>Within the WTA some hours may be allocated towards pastoral activities. This may include evening performances of shows or evening curriculum workshops, but it would also include attending discos/fundraising activities, as well as leading a lunch club or after school club.</p> <p>This session our WTA is fixed, and we do not plan evening Meet the Teacher events or school shows (other than P7). Parent Council could ascertain demand for evening events for parents and negotiation could take place with teachers for next session. However, it must be recognised that Crookfur teachers are incredibly committed and dedicated to the profession and to your children's learning and school experience. They already work far in excess of contractual hours and I ask that there is an understanding that they too have families and commitments outside of school.</p>
Road safety	<p>Bollards – act as a safety measure in case a car veered off the road (as witnessed when a car flattened a bollard on the EHS side but came to a stop).</p> <p>Cycling to school – Children are asked to dismount prior to coming in to school grounds. We can ask that they demonstrate greater awareness of their surroundings and other road users on their approach to school.</p>

	<p>Lomond Drive – considerably better since the double yellow lines were introduced. ERC not inclined to put traffic calming measures on this street.</p> <p>Zebra Crossing on the hill on Capelrig Road – ERC have looked at this crossing several times and have made improvements to the size of the pedestrian area and cut back the foliage to allow the crossing to have better visibility.</p> <p>There is a shortage of crossing patrollers in the authority however a request has been made to the authority that following recruitment drive that the areas around Crookfur are considered.</p>
Activity trail flooring	<p>The grass matting that has been laid has sunk into the mud. Fundraising are exploring if there are any financially viable options to improve the situation.</p> <p>Digging out a pit and laying bark would have cost around £3,000 more so the decision was taken to use grass matting. There are also safety concerns around using bark – it needs to be raked daily to ensure no sharp objects such as glass shards are hidden in the bark. It becomes dangerous when it freezes.</p>
Frequency of school trips	<p>Educational visits are used to enhance learning experiences. It is expected that classes should have at least one trip per session.</p> <p>The school is mindful of the cost of trips and as agreed previously we try to keep the cost of each excursion to around £6/£7. The Parent Council Fundraising Committee offer a £2 subsidy per child.</p> <p>Transportation is a significant factor in the cost of trips and securing enough volunteer helpers to assist is also a consideration in arranging activities out with school.</p> <p>A “fun” trip is arranged as the House Championship reward in June at no cost to children.</p>
Indoor shoes	<p>The policy is that children should have a change of shoes for indoors which they can also wear to PE. Black trainers are fine for this.</p> <p>Ideally, a different pair of trainers is used for outdoor PE, however if children only have their indoor trainers then they can wear those.</p>
Diversity	<p>In order to raise awareness of and explore issues affecting protected groups a parent subcommittee will be formed.</p>
Reduction in Pupil Support Assistant numbers	<p>Discussed at previous PC meeting and email correspondence from Tracy Morton (Education Senior Manager).</p> <p>PSAs are deployed according to need and timetables reviewed at least termly in line with supports indicated in children’s wellbeing plans.</p> <p>Some additional funding to support pupils performing within lowest 20% has been allocated to securing additional PSA hours (20 hours per week). This is on a temporary basis until March.</p> <p>SMcG made a request to the authority for further hours to support children in light of their changing needs and a 15-hour post will be</p>

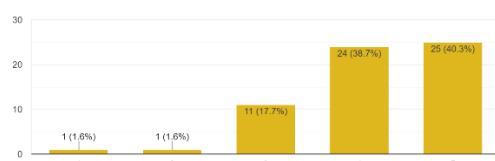
	advertised this week. Again, this will be temporary until March 2020.
House system – information for parents	<p>Children in P1 will be issued with a pin badge of their house colour. They will also get a note home with the name of the house.</p> <p>Our new House Captains will work with Mr McMillan and P7 teachers to update their House pages on the school website. They will also run mini challenges to gain house points and plan House spirit events e.g. talent show, sports tournaments etc</p>
Accessibility to the MUGA pitch over the weekend	<p>The MUGA will be left open in the evenings and on weekends/holidays. It will be checked daily (during term time) for any hazards/vandalism etc.</p> <p>We will erect signage which asks that the gate is kept closed to ensure foxes etc can't get in.</p> <p>This will be kept under review and if there are issues where the facility is being damaged then we reserve the right to lock it.</p>
Access to school grounds / school building	<p>School gate (pedestrian) is closed during playtime but must remain open during lunch for nursery afternoon session drop off.</p> <p>As with the MUGA we will erect signage asking for the gate to be kept closed.</p> <p>We have no plans to lock the gates during the school day as the school must be accessible for visitors/deliveries. We have operational CCTV and children are supervised when they are outdoors.</p>
Dogs	<p>No dogs, other than assistance dogs, should be brought into school grounds. A reminder will be included in the next school newsletter.</p> <p>A point to note is that we have used a therapet dog (Louis) who is allowed. He is fully insured, and risk assessed.</p>
Hall door closing quickly on pupil	This issue has been raised with Property and Technical. A repairman assessed the doors today and they will be adjusted.
Outdoor PE in severe weather	<p>Outdoor PE does not take place in severe weather (high winds, snow etc).</p> <p>As per previous letter, on the days where PE is outdoors, children should come suitably equipped for this e.g. joggers, hoodie, waterproof jacket. Children should change for PE and so should not be wearing damp clothes following a lesson.</p> <p>If a child does not have a waterproof, then the school can provide one.</p> <p>The pitch is risk assessed before the lesson e.g. slippery and the PE specialist is able to determine the suitability of the surface/conditions.</p> <p>We do not have the space to accommodate all classes 2-hour entitlement to PE within the hall so outdoor sessions cannot easily be</p>

	<p>relocated.</p> <p>Where conditions do not allow for outdoor sessions, the PE specialist can use the multipurpose area in school (adapting the activity to suit). We are also extremely fortunate that we can also sometimes use a hall over at Eastwood.</p> <p>Unfortunately, with our climate, suspending outdoor activities for rain would mean cancelling a lot of specialist PE time. Children are generally out during break/lunch in rain. We only have indoor play if it's torrential.</p>
Homework	<p>We will continue with homework as per revised policy.</p> <p>Following review and feedback from parents there will be no homework in term 4.</p>

APPENDIX B – SUMMARY OF PARENT SURVEY RESPONSES

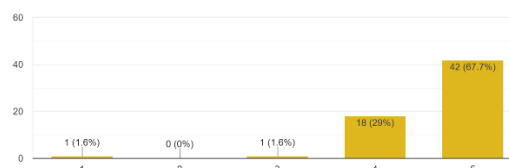
1. Helping Crookfur to meet the objectives set out in the School Improvement plan

62 responses



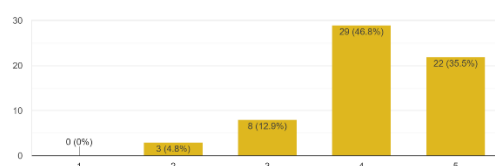
2. Road safety e.g. parking and safe routes to school

62 responses



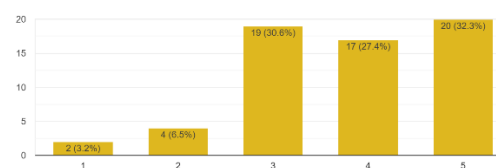
3. Facilitating parental involvement with the school e.g. parent-led clubs, parent workshops, volunteering at fundraising events

62 responses



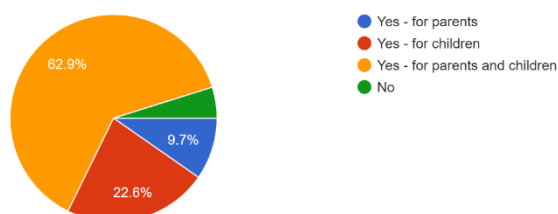
4. Cost of the school day - identifying the costs that affect families and working with the school to ensure that t...to children's learning or participation.

62 responses



5. Would you like the Parent Council to arrange a mindfulness / mental health workshop during 2019/20

62 responses



6. Would you like the Parent Council to organise any other types of event or workshop?

yes, for parents -assisting children with maths and literacy at home

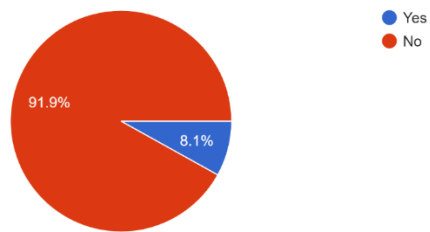
Internet safety

Skills to school workshop worked very well. It would be good to do something like that again

I believe we need workshops looking at diversity in our community and the issues that affect minorities. If these types of workshops have been done already, i am not aware of them. We are a diverse school and community and the parent council should reflect this.

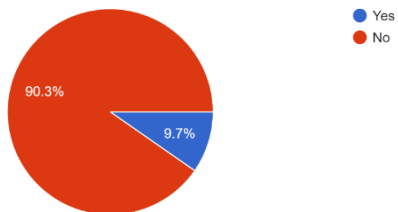
7 Would you be willing to run, or help to run, a lunchtime or after-school club? Possible subjects include dance,...ld be on a day/time of your choosing.

62 responses



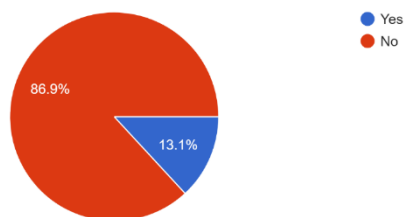
9 Would you be willing to run a one-off workshop for either parents or children during 2019/20?

62 responses



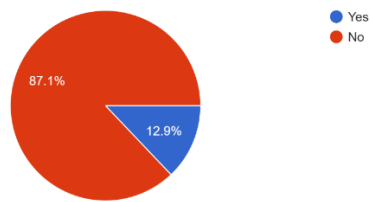
10. Teachers sometimes run clubs at lunchtime or after school e.g. netball, gymnastics. If a parent helper was avail... willing to help at a teacher-run club?

61 responses



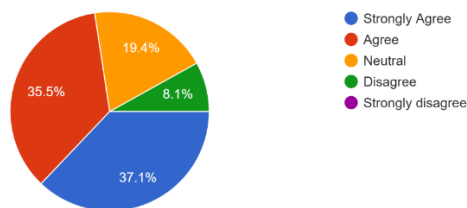
11. I am a member of the Parent Council

62 responses



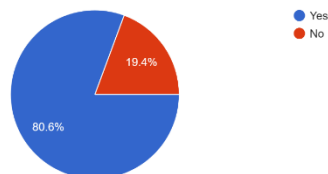
12. I know how to raise an issue with the Parent Council

62 responses



13. I know where to find information about the Parent Council e.g. minutes, latest news

62 responses



14. If there are any matters that you would like discussed at the next Parent Council meeting, please leave a comment below. If you would like a response, please leave your name and email address.

Can we have more events like meet the teacher out-with school hrs. Most parents in East Ren work so can't come to multiple meet the teacher events for each child. (If you have 3 children in school in varying years this is 3 days in some cases!) Please consider the impact this is having on CHILDREN who's parent cannot attend!! Other schools happily offer meet the teacher and school shows in the eveningI fail to see how this issue is never addressed properly!!!

Road Safety: on approach from Lomond Drive side bollards on pavement are a hindrance with volume of pedestrian traffic. Also the school promotes cycling to school but it is actually very difficult for children to cycle to school safely- the roads are heavily congested at drop off and pick up times, the pavements are busy and there is no dedicated cycling line. I am not sure whether this is within the power of the Parent council to influence?

Decent flooring on the new activity trail

SCHOOL TRIPS!!! Can the children have at least ONE school trip each year? (a FUN trip at the end of each school year would give the children something to look forward to). Currently, the children very rarely leave the school at all!.....not even to walk somewhere local in the area.

Impact of the budget cuts ie loss of support for learning/teaching assistants on children with additional support needs