

## Crookfur Primary School Parent Council



Website: <https://blogs.glowscotland.org.uk/er/Crookfur/parents/parent-council/>  
Email: [CrookfurParentCouncil@gmail.com](mailto:CrookfurParentCouncil@gmail.com)

### Minutes

**DATE:** Wednesday 15<sup>th</sup> June 2022 at 7pm  
**LOCATION:** Eastwood High School  
**CHAIR:** Mrs Denny Henderson  
**PURPOSE OF PARENT COUNCIL:** The Scottish Schools (Parental Involvement) Act 2006 required every school to have a Parent Council. The main aim of a Parent Council is to try to represent all parents/carers, help the school community be successful and support improvement where needed.

#### 1. Welcome and opening remarks

Denny welcome everyone present to the meeting. Welcome to Christie, a new Principle Teacher who will be starting in August 2022.

#### 2. Present and apologies

Role	Name	Present	Apologies	Role	Name	Present	Apologies
FC	Catherine McLatchie	X		P5	Laura Crichton		X
P1	Krys Kujawa	X		P5	Michelle Wilson	X	X
P1	James Campbell	X		P5	Beverly Stoner		X
P1	Jenni MacKinnon		X	P6	Allyson Gilchrist		X
P2	Amna Munir		X	P6	David O'Gorman		X
P2	Maaham Ahmad		X	P6	Kari Gillies	X	
P2	Sarah Penny	X		P7	Denny Henderson	X	
P3	Lynsey Williams		X	P7	Gillian Plews		
P3	Ailsa Munro	X		P7	Fraser Strachan		X
P3	Melanie McPhail-Smith	X		HT	Sheena McGuigan	X	
P4	Dawn Jamieson		X	DHT	Kimberley Slorach	X	
P4	Jenny Andrew	X		DHT	Claire Jamieson	X	
P4	Conor Murphy		X				

#### 3. Minutes of previous Parent Council meeting

3.1 *Approval of the previous minutes* – approved. Will be made available on the school website.

## 3.2 Actions arising from previous minutes

<b>ACTION</b>	<b>Check Previous minutes (January) to make sure date on them is correct and publish revised and most recent minutes onto Website.</b>	<b>Denny/Ailsa</b>
<b>ACTION</b>	<b>Create a Sway for parents about Bounce Back and other resilience tools.</b>	<b>School</b>

## 4. Recent meetings and events

## 4.1 Parent Chairs

Denny attended the PC Chairs meeting (via Teams) on Wednesday 8 June and shared the presentations with PC members in advance of the meeting.

- DigiHub at home – presentation ran by Jonathan Hull who runs the ERC DigiHub. ERC are looking for ways to provide digital support to parents. Jonathan asked the Parent Council Chairs for information and feedback on this. ERC are trialling an app called SaferSchools. Denny suggested any interested parents download the app to see what they think. The app could provide information on technology, internet safety, links etc. It would be a centralised app for information sources.
- Janice Collins, head of service, gave a short presentation about the equity funding released by the Scottish Government. The Pupil Equity Fund (PEF) has been set for the next 4 years. In addition, the Government has released a Strategic Equity Fund (SEF). The purpose of SEF is to deliver targeted activities, approaches or resources which are clearly additional to the existing Local Improvement Plan. ERC asked PC Chairs to get thoughts from their Parent Councils. Suggestions are for staff training to work with families, possibly early years based families to offer more support to help relationships with school and education.
- Rosamund Rodriguez, Quality Improvement Officer, presented the results of the parental improvement and engagement census – compared to 2019, parents opinions about most topics had gone down. This was not unexpected given the COVID-19 pandemic.
- Summer 22 – authorities funding for summer programmes will be targeted at low income families this year.

<b>ACTION</b>	<b>Denny to feed back to Jonathan Hull about digital support</b>	<b>Denny</b>
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## 5. Financial Report

		IN £	OUT £	BALANCE £
<b>Bank balance at 10 May 2022</b>				5,282.40
Money in	Mrs Rattrays fund	579.06		
	Easy Fundraising	55.34		
	Colour Run	6,954.42		
Money Out	P1 Christmas gifts		60.00	
<b>Bank balance at 15 June 2022</b>				12,811.22
Cheques still to be cashed	Colour run expenses		30.00	
	Christmas crafts		57.45	
	Committee badges		438.10	
	Visualisers		1,200.00	
	Trip subsidies		294.00	
	Talent show prizes		28.30	
	Mrs Rattrays Fund		579.06	
<b>Available to spend at 15 June 2022</b>				9,688.11

### 5.1 Spending approved out of meeting

Trip subsidies have been approved out of meeting - £2 per child as in previous years. A standing allocation of £250 was approved from Parent Council to the Primary 7 leavers event from now on.

### 5.2 Funding requests from school / family centre

- If further trips are arranged for other classes, the £2 per child subsidy might be requested.
- Approved: Purchase of pocket teddies for Primary 1 new starts and school ties for Family Centre leavers.
- Approved: Contribution towards bus costs for house rewards trip to Heads of Ayr.

Participatory budget – add to agenda for a future meeting to discuss how to spend some of the budgets.

<b>ACTION</b>	<b>Add agenda item – participatory budgeting</b>	<b>Denny</b>
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## 6. Recovery and mental wellbeing

Mrs Slorach gave an update on the process for transitions which includes transitions to primary/secondary and also between year groups in Primary.

- ERC has a cluster transition plan
- Transition at primary include meet the 'new' teacher and activities that start when they first meet that teacher and then continue after the summer in the new class.
- Pupil passports for all of Primary 1, 2 and 3 (will also be on website)
- Transition meets/enhanced transitions for relevant children as well as the big moves of Nursery to school and Primary 7 to high school.
- Classroom visits for children that need to be able to picture what their classroom will look like to help their transition.
- Follow up on some transitions again in August and September for those who would benefit.
- Formalise in a document so this is accessible for everyone.

## 7. School Improvement plan

Some of the key themes that will be included in the School Improvement Plan for 2022/23 are:

- *Leadership and Management*  
Leadership and change - opportunities for children and staff to lead things (sports/committees).
- *Learning Provision*  
Being an assessment capable school. Everyone working towards same goal, effective planned assessment, children being able to self-assess. Children knowing themselves as learners linking in with growth mind set. Tie in with cluster schools with this. Play based learning, early level progression, how the learning smoothly moves from Nursery to school, delay base line tests in Primary 1 for a few weeks to let them settle first. More work with Diversity group and bringing that into the school more.
- *Successes and Achievements*  
Nurture – becoming a trauma informed school. Train staff in trauma training to help support pupils better, reach out to local school Neilston who are recognised as being very successful in this field.  
Maintenance – growth mindset opportunities for personal achievement.

## 8. Head Teacher report including Family Centre update

- School roll – 496
- Family Centre roll – 148

#### *News/Events*

- Colour run
- Health and sports week
- Jubilee tea party
- P7 events
- Crookfur's got talent
- Celebration of Achievement

#### *Staffing/Budget*

Still waiting on confirmation of a supply teachers for Mat leave cover. Hopefully inform the Parents and children next week regarding staffing. Next year there will be 3 x P1 classes but one class will be larger and will have 2 teachers allocated to it. The children will still be in the Primary 1 base so they benefit from the garden and internal toilets. Three new NQTs visited today and met the staff.

A group of PC Reps met with Mrs McGuigan to discuss and create a new Uniform policy and created a sway which has been sent out to the parents and new starts.

Another group of PC Reps met with Mrs McGuigan to discuss Reporting - Parents evening and school reports re-jig. There will be a new parents evening added into September to meet the teacher and see the classroom.

#### *Budgeting*

Reviewing leadership team remits due to the new Principal teacher. A new Business support manager has now been appointed.

New prize for Creative writing will be allocated at the Awards ceremony and it will be called the Rattray Prize. Mrs Rattray's family will attend the awards ceremony and helped choose the wording to go on the trophy and they are also keen to be involved in designing and helping to create the new garden dedicated to Mrs Rattray.

#### *Family Centre*

- Sports week this week
- Next week will be garden parties and leavers ceremonies
- New office manager (Joyce from Hazeldene)
- Key worker pairings will need to be reorganised due to slight staff changes. This may affect some group changes to keep children with a member of staff if there is a strong connection.

### **9. Correspondence with parents and carers**

Question – will the nursery be moving back into the school now that an extension is planned

Answer – No, the Family Centre is now the Nursery for the school and will remain that way. The new extension is to increase classroom numbers so that the school can accommodate 3 streams from Primary 1 to 7.

### **10. Subcommittee updates**

#### *10.1 Fundraising committee*

Family fun Day will be on 3<sup>rd</sup> September, waiting to confirm with Mr Weir about if he can be there as the Janitor that day.

Primary 1 disco will be planned.

#### *10.2 Diversity*

Cost of school day – mainly to do with uniform. Positive responses about how the school attitude.

## 11. Parent Council 2022/23

### 11.1 Leaving Members

Gillian Plews, David O’Gorman, Fraser Strachan, Dawn Jamieson, Jenny Andrew are stepping down. Denny thanked each of them for their hard work during their time on the Parent Council.

### 11.2 Office Bearers for 2022/2023

Ailsa, Kari and James happy to stay on as Secretary, Vice Chair and Treasurer.

Denny would like to step down as Chair but there are no current volunteers. She may be the Primary 7 rep only, she is willing to Co-chair with someone else to help ease someone in. The role can also be simplified with more responsibility being allocated to year group reps.

### 11.3 Format of meetings

The Question was raised about whether to be in person or via Zoom. Those in attendance of this meeting were all in favour of In Person due to the social aspect and improved discussions. However, it is recognised that attendance and convenience lend its self to Zoom. Shall discuss further at the AGM.

### 11.4 AGM Date

To be organised via the Parent Council Reps WhatsApp group at a later date.

<b>ACTION</b>	<b>At next meeting, list the Chairs roles and delegate roles to some of the reps to reduce the work load.</b>	<b>Denny</b>
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## 12. Any other business

Parent council constitution need to be updated, address this at next meeting

<b>ACTION</b>	<b>Review Parent Council Constitution in line with current best practice.</b>	<b>Denny</b>
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Denny Henderson  
Chair – Crookfur Primary School Parent Council