

## 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 7<sup>th</sup> December 2022 at 7pm  
**LOCATION:** Eastwood High School & via GoogleMeet  
**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 and those who were attending via GoogleMeet.

#### 2. Present and apologies

Role	Name	Present	Virtual	Apol	Role	Name	Present	Virtual	Apol
P1	Catherine McLatchie	X			P5	Conor Murphy			X
P1	Cindy Paton	X			P6	Laura Crichton	X		
P1	Samra Naureen		X		P6	Michelle Wilson			X
P2	Jenni MacKinnon		X		P6	Beverly Stoner			X
P2	James Campbell	X			P7	Kari Gillies		X	
P2	Krys Kujawa	X			P7	Jenny McLellan	X		
P3	Amna Munir		X		P7	Allyson Gilchrist			X
P3	Maaham Ahmad			X	Co-opt	Denny Henderson	X		
P3	Sarah Staff	X			HT	Sheena McGuigan	X		
P4	Lynsey Williams				DHT	Kimberley Slorach	X		
P4	Ailsa Munro	X			DHT	Claire Jamieson			X
FC/P4	Melanie McPhail-Smith	X							
P5	Christie Alexander			X					

\*Due to lack of connectivity, those attending via GoogleMeet were not able to participate in the meeting\*

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

3.1 *Approval of the previous minutes* – the minutes from the 13 October 2022 meeting were approved.

3.2 *Actions arising from previous minutes*

Most actions had been completed from the last meeting. The following actions are still outstanding:

<b>ACTION</b>	<b>Reps to meet with school staff to discuss parental engagement plan. School to coordinate.</b>	<b>Mrs McGuigan</b>
---------------	--	---------------------

#### 4. Recent meetings and events

##### 4.1 ERC Budget Panel

- Denny has attended 2 sessions for Parent Council Chairs and has sent out a letter to parents/carers in the weekly roundup summarising the impact to Crookfur. The level of the cuts is still unknown, budget settlement middle of this month from Government. Cuts will be over a 3-year period, easiest cuts will come first with the hope that in the further years things may improve.

##### Other matters

- Parents evenings were well received being in person again, the following events have also taken place;
  - P1 workshops
  - P7 workshops
  - RSHP workshops
- Denny is now the Convenor (Chair) for Connect, the parental engagement charity that supports Parent Councils.

#### 5. Financial Report

##### 5.1 Financial report since the last meeting

		IN £	OUT £	BALANCE £
<b>Balance at 13/10/22</b>				10,955.25
Money in	TripleM Events	74.00		
	Easy Fundraising	90.16		
	Disco	471.20		
Money out	School fund petty cash		250.00	
	Headsets		499.50	
	Trip Subsidy		1521.00	
<b>Bank balance on 7/12/22</b>				9,320.11
Money already assigned	Tuners		43.89	
	Sum Up Machines		259.20	
	Mrs Rattray fund		579.06	
	Disco	1,167.60		
<b>Available to spend</b>				9,605.56

5.2 Spending approved out of meeting - Primary 1 Christmas gifts, buses for Nativities, Christmas party snacks and prizes (**approved**)

5.3 Funding Requests from the school - buses for Nativities (a poll was created for the above in the Parent Council WhatsApp group checking the full group were in favour of paying for the above. (**approved**)

Denny has created a document outlining the expected annual spending's from the Parent Council to the school. Christmas crafts will be added to the list. The estimated total is £3,650.

<b>ACTION</b>	<b>Clarify with Gillian who will buy the Christmas gift bags for Present room</b>	<b>Denny</b>
---------------	---	--------------

## 6. Responsibilities of the Parent Council Members

- Code of Conduct
- Social Media Policy
- Child Protection Policy – new policy being added in. Looking into PVG rules and who may have to have one
- Connect – Insurance, the Parent council are responsible for the insurance of all Fundraising events and ensuring the following of rules.

<b>ACTION</b>	<b>Look into who is required to have a PVG for Fundraising events</b>	<b>Denny to pass to Fundraising</b>
<b>ACTION</b>	<b>Collate the forms for Parent Council and get PC to sign</b>	<b>Denny/Kari</b>
<b>ACTION</b>	<b>Check fundraising have read insurance document</b>	<b>Denny</b>

## 7. Subcommittee Updates

### 7.1 Fundraising and social committee

- Discos very well attended and raised over £1000, very successful all in all.
- Fundraising helped organise present room
- Planning on working out a balance between raising money for the school whilst being sympathetic to the cost of living going up, so there isn't too much financial pressure on families.

### 7.2 Diversity Group

- Marilyn Brennan joined. Doing a consult on social justice, interpretation of what is it, ensuring equity for all, people shared views on what it meant, what can schools do to ensure social justice for children.
- Feedback from anti racial subcommittee, still working towards languages and culture work, coffee and chat tomorrow for . Large demographic in the classes, in the past there were signs around the school in a variety of languages. Mrs McGuigan contacted the council about where to print of signage and it became apparent there was no such bank of support. It has started a process of looking at where Multilanguage would be appreciated around the school – such as class Topic resources.
- LGBT inclusive practice. Training was supposed to be last week, however it has been postponed until after the inspection.

<b>ACTION</b>	<b>Melanie will find out what language/translation software is being used by the Baptist church</b>	<b>Melanie</b>
---------------	---	----------------

## 8. Questions from Parent Forum

*Can there be more presence on Twitter and in class blogs, especially concerning achievement?*

It will be looked into whether we can pin a link to the achievement form at the top of the Twitter page, making it easier for parents to find. At present the school do celebrate the pupils' achievement, especially at Assemblies and a note of pupils achievements is kept by the school. It may be an option to do a monthly tannoy around the school listing the pupils who are celebrating an achievement that month. It is felt there is already a suitable presence on Twitter and that there are limitations regarding consent which does restrict some of the pupil forum from being on social media.

## 9. Education Scotland Inspection of School and Family Centre

There are two different types of inspection – long and short models. Crookfur has been selected for the short model and whilst the Inspectors will be observing the whole school, they will only mark on two topics

- Learning, teaching and assessment
- Raising attainment and achievement

Child protection and safeguarding will also be looked at. There will be 6 inspectors attending the school and 3 inspectors attending the Family Centre on Monday 12<sup>th</sup> until Wednesday lunchtime. They will sit in on classes, take children for chats, meet with a parent focus group, a partner focus group, meet with the Chair of PC and Mrs McGuigan. The Family centre will have their own team assessing them. They will all meet at the school together first before moving up to Family Centre. House captains will give them a tour of the school. The staff are all working very hard in preparation for the inspection and are all committed to showing off the school in its best possible light.

## 10. Head Teacher Report

### School roll and events

- 510 in school
- 150 family centre
- School trips have been back up and running however the cost of transport is proving a challenge.
- Present room this week and wearing a Christmas jumper/outfit on Friday

### Staffing

- Rona McGarvey is leaving (P6B). Gillian Daley will start in January to cover this class.
- Mrs Ferguson will stop at Christmas for Maternity leave, Mr MacMillan will cover her P6 class.
- Miss Muir has had a baby girl called Mhairi.
- Mrs Lamont is expecting twins and will go on Mat leave in the early Spring.

## 11. Health and Wellbeing update –

### [Supporting Children's wellbeing in Crookfur](#)

A Sway has been created for parents/carers by Mrs Slorach about health and wellbeing. It will be in this week's roundup. Mrs Slorach presented it to the Parent Council and asked for feedback, it was well received. The main points covered are;

- Part of recovery plan is looking at health and wellbeing and supporting resilience, developing positive mental wellbeing
- Using a variety of tools to tackle specific needs.
- Collate a selection of materials to use as support tools which can be used at home
- Materials taken from Healthier Minds website
- Resilience – support children to manage life challenges (P2 – P7)
- BOUNCE BACK – what it stands for and how it can help
- Link to presentation from Health workshop pre-covid
- Links to websites and videos such as “How to avoid becoming a lizard”
- Kitbags – Mrs Norman has trained Primary 7s to be Kitbag ambassadors to support their peers. We have 14 ambassadors and they have been assigned to year groups.
- Promoting self-care – what's right for our children
- Managing conflict – restorative approach (restorative help cards)
- Growth Mind-set – link to Stephany Fry's presentation
- Bereavement and Loss – there is a lending library in the school with relevant books.

## 12. Any other business

Giffnock Primary are looking for support from local Parent Councils to get behind them on renewing their Traffic calming measure on Academy Street. They were part of a School Street Pilot which saw traffic calming outside the school at drop off and pick up times,

Connor has handed in his notice due to other commitments so he will step down as P5 Rep. Catherine can be moved from Primary 1 rep to Primary 5 if required to maintain the numbers. Melanie is our Family Centre rep.

Hybrid meeting had issues due to Intermittent Wi-Fi. The call kept dropping in and out.

**Date of next meeting**

- Diversity Group – 10<sup>th</sup> January 2023
- ERC Equalities Forum – Wednesday 18<sup>th</sup> January 2023
- Parent Council – 24<sup>th</sup> January 2023
- ERC Parent Council Chairs Forum – Wednesday 1<sup>st</sup> February 2023

Denny Henderson

Chair – Crookfur Primary School Parent Council