

Crookfur Primary School Parent Council



Website: <https://blogs.glowscotland.org.uk/er/Crookfur/parents/parent-council/>

Email: CrookfurParentCouncil@gmail.com

Minutes

DATE: Thursday 18th January 2024 at 7.00pm
LOCATION: Eastwood High Conference Room
CHAIR: Kari Gillies
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

Kari welcomes everyone present to the meeting.

2. Present and Apologies

Role	Name	Present	Apologies	Role	Name	Present	Apologies
P1	Laura Imrie	X		Fc/P5	Melanie McPhail-Smith		X
P1	Fiona Obhi	X		P5	Jenny McLellan	X	
P1	Preeti Fordyce		X	P5	Ailsa Munro	X	
P2	Cindy Paton	X		P7	Laura Crichton		X
P2	Samra Naureen		X	P7	Beverly Stoner		X
P2/6	Catherine McLatchie	X		P7	Michelle Wilson		X
P3	James Campbell		X	Co-op	Kari Gillies	X	
P3	Krys Kujawa	X		HT	Sheena McGuigan	X	
P3	Jenni MacKinnon	X		DHT	Kimberley Slorach	X	
P4	Maaham Ahmad	X		DHT	Claire Jamieson		X
P4	Amna Munir		X	CLLR	O'Donnell	X	
P4	Sarah Staff	X		CLLR	Buchanan		X
				CLLR	Morrison		X

Online – Maaham, Cindy, Sarah

3. Minutes of previous Parent Council meeting

- Approval of previous meeting minutes – December meeting needs circulated

ACTION	Circulate December minutes to PC for approval	Kari
ACTION	Circulate September and December minutes to councillors	Kari

- Actions arising from previous meeting:
 - Mrs McGuigan has spoken with teachers and line managers to review homework docs and provide relevant information

- No further specific feedback from anti-bullying guide. Mrs McGuigan will put this into a sway
- Actions outstanding from earlier meetings:

ACTION	Provide photo to Kari if have not already done so	Reps
ACTION	Send out link to the document on the UNCRC	Kari
ACTION	Prepare Child Protection policy based on Connect guidelines	Melanie
ACTION	Email Councillor O'Donnell re Eastwood capacity and Crookfur extension provision	Kari
ACTION	Review Connect's "Health Check" resources	Jenny/Bev
ACTION	Provide photo to Kari if have not already done so	Reps

4. Recent meetings and events

None

5. Financial Report

5.1 Financial report since the last meeting

		IN £	OUT £	BALANCE £
Balance at 4/12/23				10,740.62
Money in	Disco cash	541.85		
Money out	K-nex kits		600.00	
	Christmas crafts		500.00	
Bank balance on 17/1/24				10,132.47
Money already assigned	New Outdoor area		5,000.00	
	Mrs Rattray fund		579.06	
	Party food		200.00	
	Charity boxes		17.00	
	Refund expected – fun day expenses	265.57		
	Coffee jugs		50.00	
Available to spend				4601.98

- Gazebo funds now due to be sent across
- Christmas crafts are a standing item but unsure on amount due to no receipt
- Disco expenses are still processing
- No change in finances since December as has been no fundraising

5.2 Spending approved out of meeting -

- None

5.3 Funding Requests from the school -

- Sports uniform for Crookfur sports team events
- Final balance of gazebo (a treatment for the wood was added to the bill for labour cost of painting)
- Gift bags for present room (£314.16)
- Sports committee would like to run a Colour run and the money raised could be used for Sports equipment and towards new devices

6. Parental engagement and involvement

6.1 Upcoming connect sessions

- Monday for parents/carers of children with additional needs
- 30th Jan – social media
- Healthy relationships
- Organising fundraising and social events
- Parent council essentials (12th March)
- Reaching out to families for Parent Groups (26 March)

ACTION	Share connect info with whatsapp groups	PC Reps
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6.2 PC Health Checks

Connect have checklists in place to make sure that Parent Councils are covering important fields and including all. Jenny and Fiona have checked over them to make sure we are covering the most important things. Generally covering all areas well, the following items could potentially be looked at/improved:

Anti-Bullying

- “Inclusion and equalities” should be revisited - the Diversity Group might be best to look into this.
- Anti bullying behaviour – adults in the school community (how much are they aware of their own behaviour and the effect it has?)
- School keeps a record of bullying behaviour – a report is sent to the PC on an annual basis
The school do keep a record and look at the overview of this annually so they can assess how to change things or what areas may need work/support.
- Look at the nature and purposes of recording bullying type behaviour. Inform the parents of the process that is set in motion upon reporting something. Educate parents what language to use with their children when having conversations about these matters, i.e. ensure understand of the weight and consequences of using the word bullying
- Support for families with money worries – holding equipment such as spare uniform/clothing, the school do indeed have a stock of “good/used” items for families who need extra items and can't afford to buy. There are also technical resources for families who may need to borrow.
 - Stephanie Fry's report into cost of the school day etc will be shared tomorrow.
 - The Council have a specific programme for families within schools that need financial support, this is through MART. Someone from MART is attending the Family centre once a week for a drop-in service to discuss problems and support needs.

Parent Council Health Check

- Organised presentations by staff and community members
 - We have limited time for this in our meetings, however Staff do make presentations but not anyone from the community.
 - Parent Portal spokeswoman had offered to attend and talk about the system. The PC feel we already have a good uptake and don't really need any more info about it may be better to have at parents' night or similar for those parents who feel they need support.
- We are aware of challenges some parents have when trying to engage with child's learning
- **Welcoming new families checklist**
 - How welcoming is our school?
PC are doing this well. All suggested info is being shared and covered already by the school. Items that weren't covered in workshops and handouts are items that are easily found out about through the website.
Children who start later than the school year beginning have a mini-induction and the Office provide handouts for the child with info on their teacher, house, PE days etc. Do families who are joining throughout the year with English as a second language have enough info from the school and enough clarity?
Look into sharing all the start-up info from PC later in the year

- How welcoming is our PC?

The only area that Fiona was unsure of in this area was; “how much does the school community understand what the PC do?”

There is a small uptake of volunteers, is this because they don't know enough about what we do and how we do it?

ACTION	Share the PC sway which welcomes new parents again with the Parent forum for any recent new starts	Kari
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7. School Improvement Plan

- Sheena attends a, Authority curriculum group which is focussed on Curriculum development and learning/teaching/assessment
- The IT team made a short video which she shared with staff previously and now with us.
- Schools have been empowered to design their own curriculum (the video talks about the WHY, WHAT and HOW).
- Developing 21st century skills
- Resources for all the schools to access and use depending on the area of improvement they want to work on. There is a health check/self-evaluation form to fill in first and then it will direct you to the right area. Within that will be a more detailed checklist.
- Crookfur has been piloting some of these things such as effective differentiation in learning. Pocket handbooks have been provided for staff to help them in certain topics.
- Foundation is social justice strategy for the school. Embedding the strategy as part of the improvement plan. Mrs Nasar is working on improving racial literacy. Target anti-racism, distinct from bullying. Mrs Nasar led a session for the staff on this.
- The PC partook in a Race Glossary exercise in groups
- Heartstone project (Heartstone Odessey) will be starting up again with this P6 year group. It covers discrimination, racism. A lot of discussion takes place with the children. Mrs Nasar leads the project in the school. The project deepens the children's understanding of racism.
- Kari suggests that any parents who are interested in also reading it whilst their children are, can access copies from the school.

ACTION	Look into how parents can get a copy of Heartstone books	Mrs McGuigan
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8. Head Teacher Report

8.1 School roll: Crookfur 505, Family Centre - 146

Budget/Staffing – meeting with business support manager to discuss next year's school savings. Anticipating challenging times ahead. In the past we have been very lucky with reserves, they paid for new carpets and the new reading system. The school roll is increasing, the building is becoming tired and work will need to be done. More fundraising may be needed to help support events etc. Previous expenditure from the school may need to be supported by fundraising (paying for coaches etc). Fundraising committee needs more core members from the lower school as the majority will leave at the end of this school year.

ACTION	Help recruit more parents for the Fundraising committee – help raise awareness about the big items it has paid for in the past	PC Reps
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News and Events

- House spirit event tomorrow
- House rewards movie is also coming up
- P5B entered a Stem the Flow competition. The group whose design was chosen have been invited to the Transport museum for the final
- Our 7th year of being allocated the ECO schools award
- School committees have been meeting this week and will update at assemblies
- Standardised testing for P3,5 and 7.
- There will be open afternoons and parents evening
- Some curriculum evenings with workshops will be arranged soon

9. Questions from the Parent Forum

- Parent question (P5) - What is happening with Reading Buddy roles?
The end of last term was very busy with seasonal activities; however training has been taking place and the Reading Buddy schedule will be rolled out shortly.
- Question about where all the lost property goes, as P1 children are losing a lot of tops and having to buy new.
Lost property is gathered up by the prefects or handed in to the school office. If it has a name label the prefects take it to the relevant classroom. There may be a delay in items being passed through this process and it is worth checking with the office again after a couple of weeks.
In lower school items are often in the cloakroom hung on another peg or dropped onto the benches/floor. It's worth asking your child to look wider than their own peg.
MACS has its own lost property so also worthwhile asking there before or after school (door to the lunchroom up the stairs at the side of the school).
If any family has permanently lost items or is struggling to replace them, please contact the school office or crookfurparentcouncil@gmail.com as we have many used items that have been donated and can be passed on.
- Weekly sway/messages from office frequently remind people not to use primary school car park. Can we please add to this that same applies to drop off only / no stopping areas in Eastwood HS car park. Cars should not be left parked here under any circumstances and are often causing an obstruction.
Yes, this has been highlighted in the past and can be added to parking communications again.
- Is there any update on the report on the investigation into the playground incident from August?
The Health and Safety investigation was completed, and the report submitted to relevant parties. A number of recommendations were made following the investigation which are being taken forward by Health and Safety, Property and Technical and Education Department.

10. Subcommittee Update

10.1 Diversity Group

No update

10.2 Fundraising and Social Group

- There will be a summer event
- More people desperately needed

11. Any other business

- Cllr O'Donnell warns that 2025/26 will be the difficult year for funding. The status of the extension is that even with the reduced size of the design, the council are still struggling to get a costing that is on budget. Other options are being looked at.

Date of next meeting

- Parent Council – Wednesday 13th March 2024
- Diversity Group – Tuesday 30th January 2024
- Parent Council Chairs – 21st February 2024
- Fundraising and Social Group - TBC
- ERC Equalities Forum – Wednesday 28th February 2024

Kari Gillies

Chair – Crookfur Primary School Parent Council