



Giffnock Primary Parent Council
Minutes of meeting Monday 21 March 2016

Present: Kirsty Mason (Chair), Susan Grant, David McLelland, Pauline Ferguson (HT), Kirsty Rawley (DHT), Lilly Hill, Ailsa Hill, Murray Husband, Kate McCheyne, Leigh Perrott, Ruth Gorman, Emma Bowie, Helen Hogg

Apologies: Fiona Walker, Lesley Campbell, Diane Johnston, Victoria Greenlees

1. **Minutes of last meeting:** Approved (future minutes will be approved by Chair and HT)

2. **Follow Up Actions from previous meeting**

- 2.1 Sharing ideas on engaging the parents group

Chair talked about using calendar to communicate. Also the use of parents suggestion box and photographs of class reps online and on the Notice Board.

HT talked about engagement and how to we achieve this (not the same as involvement). *HT* suggested all PC members could look at this. *DHT* did some work last year on this and will share.

AH suggested that using religious festivals to further engage parents, including changing days and times of Council meetings to increase accessibility to attend meetings.

- 2.2 Feedback on social media policy and plan website section

MH circulated draft proposal for new Parent Council web page. *MH* requested comments and feedback to the PC email address. *AH* suggested using the PC Facebook page to drive traffic to the web page.

DHT suggested that equalities group to do a survey on preferred communications methods for parents. *LP* suggested looking at enhancing Twitter presence to ensure multi-channel engagement. *SG* raised challenges with consent for photos etc on Social Media. The PC should be cognisant of this going forward.

- 2.3 Themes for next 12 months

No themes were passed to *MH* for adding to the calendar however volunteering was discussed as a common theme at present. *MH* to share current calendar in shared space.

- 2.4 Dates for Marie Baxter visit

Marie will attend June 6th Parent Council. Also discussed was cancelling 26th April meeting and moving to 9th May. *MH* to organise

Action(s):

ALL to email MH suitable photo for inclusion on new webpage and on Notice Board.

DHT to circulate if appropriate, work from last year regarding parental engagement.

ALL to email MH with any comments/feedback on proposed web page changes.

MH to make draft calendar available in shared space.

MH to move Let from 26th April to 9th May.

3. **Comms through Facebook page and school website page eg. Swimming**
Comms topic largely covered in 2.2 and 2.3 but swimming debate related to relevance and clarity of communications from the school. HT view is that comms are appropriate and targeted at relevant parent groups. Discussion on Swimming topic occurred at August 2015 PC meeting, however minutes not currently available to confirm.
AH suggest that minutes should be approved by HT and Chair within 2 weeks of PC meeting. This was agreed by all members. SG also raised the minutes from Fundraising Group need to be shared.

Action(s):

SG to email Fundraising Group minutes and actions to PC hotmail address so can be added to shared area.

4. **Feedback from Equalities group meeting**

Update from January meeting provided and confirmation that there is good representation across the schools. There is a 2015-17 delivery plan, which should be linked to on the web page.

Focus is around attainment at schools, parental involvement and encouraging participation in extra curricular activities. Gender and Sexual Orientation is a new area of focus for the group. Hate Crime also a topic receiving attention.

DHT talked about the different activities taking place in the school including the Pupil Council, Logo Design and work on the Vision, Values and Aims.

SG raised an good example of video for equalities work based on a crowdsourced video around LGBT. *SG* to share. Also suggestions that PC could help fund some of these initiatives, like video.

Minutes from the Equalities group to be made available on the web site.

Chair asked if it was possible for parents to comment on the minutes from the group through the web site? The answer was not known.

5. **Feedback from East Ren PC Chairs Meeting**

Chair apologised that consultation documents from the meeting weren't available to be reviewed by the PC in time for this meeting. They include the Local Improvement Plan and the National Improvement Framework for 2016/17. The NIF has a big push on parental engagement and there was debate around the bandwidth and capabilities parents have to engage with their child and school.

School Clusters fed back on parental engagement and it appears a common focus across Parent Councils.

HT made a suggestion that running the Curriculum event at same time as social event may improve attendance since parents will be at school anyway. Seems to have worked well at other schools. Should be added to calendar

Action(s):

***Chair* to email consultation documents to PC address so can be added to shared area.**

6. Fundraising Update

SG provided update as there have been two meetings since last PC meeting. Focus has been on Discos. New volunteers have come forward to offer help. Other focus is organising family night on the 3rd June at Giffnock North in lieu of Summer Fair/Car Boot and obstacle course events. SG indicated that this will mean a reduction in the raised funds from 2015/16 but that a fresh approach will engage more parents.

DHT, on the topic of the 2016 Christmas Fair, suggested that it required planning and focus since it will become a key fundraising event.

SG is looking to ensure that the fundraising target is aligned to the School Improvement Plan, which was circulated by HT.

6.1 Position on First Aid requirements for Discos not clear. SG to investigate further with Council H&S department.

6.2 Question raised by MH since the PC email account has had a few requests with regards stalls for the Summer Fair what should be the response. It was confirmed and agreed by the members that the Summer Fair/Car Boot is not happening and is being replaced by the family event. MH will respond to those queries accordingly.

6.3 *Chair* asked for a list of fixed financial commitments to be provided so can impact of funding drop.

6.4 Special events could be arranged to fund repairs of the playground, which to date have been funded by the school. It was agreed by all

members of the Council that this particular funding request should be approved to ensure the playground is suitably maintained.

6.5 PVG information was also discussed and MH suggested the PC should hold as little information as possible to reduce impact/risk of Data Protection issues or requirements.

SG has created a simple FAQ for new volunteers at the Disco. DHT asked if St Andrews/St Johns ambulance could be of any help.

Action(s):

SG to provide list of fixed financial commitments to the Chair.

MH to respond to email queries around stalls for summer fair.

7. Update on finances and end of year financial position

LP proposed that the accounts should be independently audited and it was agreed that LP would get quotes for consideration by the PC

8. Circulating school improvement plan

HT circulated paper copies of the School Improvement Plan for review by the Parent Council

9. AOB

Chair raised that Councillor Waters (in absentia) requested whether the Parent Council wished ERC to continue looking into traffic measures to improve the Zebra Crossing in Church Road. This was confirmed by all members of the Parent Council to be the case and that investigation of additional measures should continue.

HT discussed feedback from Parent Meetings with regard the current shared space meetings or a return to class based meetings. HT suggested that current model works and is beneficial for the majority, and that she is also always open to separate private meetings if appropriate and requested by the parents.

Chair suggested the Pupil Council should present its Vision, Values and Aims to the Parent Council, perhaps at the first or second meeting of the 2016/17 term.

10. Next meeting

Monday 9th May (To be Confirmed)