**Uplawmoor Parent Council Minutes**

**Date:** 1st June 2020

**Location:** Remotely via Microsoft Teams

**Attendees:**

*Parents:* Claire McKellar (chair), Emma Green, Jill Skelton, Vicky Creanor, Toni Leggat, Mary Anne Gorman, Robyn Sorley, Lorna Street

*School staff:* Miss Dunn (HT), Mrs Harvey

**Apologies: None**

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* **Previous Minutes**

Approved by all.

CM advised that £40 from the gambling license was back in fundraising account.

* **Constitution**

CM has amended the constitution to update the treasurer provisions and amend the number of members that are allowed in the Parent Council. All agreed.

* **Fundraising Group**

All agreed to dissolve the fundraising group as it stands. CM has created a draft structure which was approved. This will be implemented from next term. The suggested membership for the fundraising group will be from 3-12 and it is hoped that this can be a co-operative approach to include members of the local community. The newly appointed Treasurer will be independent of the fundraising committee. Allison McKenzie has agreed to take this role and will report to the Parent Council. Signatories will be AM plus one other member of the Parent Council or fundraising committee.

* **Election and Re-election of Parent Council**

The following appointments were agreed by all:

*Chair:* Claire McKellar

*Vice chair / secretary:* Lorna Street

*Treasurer:* Allison McKenzie

*Auditor:* TBC. TL is approaching Marion Raeside who already performs this task for the local playgroup.

*Parent Council Members:* VC announced that she would be stepping down. Thanks goes to Vicky for her involvement in the Parent Council and with fundraising. VC has said she will approach other parents from next year’s P6 group to hopefully find a representative.

All other members stay the same.

**Head Teacher Update**

* Miss Dunn expressed thanks to CM for organising Teams meeting. She also gave thanks to children for the positive response and resilience shown during the school closure. Miss Dunn explained that the staff have not only been supporting children with online learning, but have also been volunteering at the childcare hub.
* Staffing

Mrs Ferguson is retiring on 26th June and the school is currently recruiting a replacement. Mrs Rasul has resigned her post as she is moving abroad. They are currently recruiting and will hopefully have a replacement name by week of 22nd June. Mrs Orr’s placement at Madras has been extended and she will not be returning in August. Confirmation of probationer allocation will be confirmed late June. Once names are available, staffing will be communicated to parents.

* Reporting to parents

A full summative report will be issued via email during week commencing 15th June. These reports are for progress assessed up to school closure. Standardised assessment scores are not available as the marking has been delayed due to lockdown and these will not be available before the summer break. Update provided by Miss Dunn (11 June 2020) - Standardised Assessment data will be included on the reports, in standardised format.

* Transitions

Miss Dunn wanted to give assurance that transition activities would cover the whole school given the unusual circumstances of returning in August. This will include a virtual tour of the classrooms. Any children on a support plan or with additional support needs will receive enhanced transition. An email has been sent to new P1 parents and P7 parents outlining transition plans.

* School Improvement Plan

There will be 3 main priorities for the school improvement plan after the summer. These will be resilience, recovery and identifying and closing gaps created through school closure.

* June Recovery Plan – Phase 1

Draft plans are being made and these will be guided by government guidelines.

W/C 1st June: teachers will be available online at certain times to give help and feedback. There will be assessment quizzes to help tailor provision. Facilities management staff will also be back in school this week.

W/C 8th June: All hub children to move back to Uplawmoor Primary. Staff returning on a rota basis. Staff developing what the blended approach to learning will look like.

W/C 15th June: transitions will take place for key groups (P1/P7). Parents will not be permitted in the school. The P7 leavers assembly will take place in school and plans are to seek permission to video this to share with parents.

From June 26th, Culture and Leisure staff will look after Hub children.

There will be a digital yearbook for the P7s which can be printed at a later date.

* Phase 2 – August

Miss Dunn advised that the return plan is currently being worked on. Miss Dunn stated that it was unlikely the day would be split am/pm and more likely that half the children would be in on a Monday and Tuesday and the other half in on a Thursday and Friday. Due to teaching staff numbers, there would be the possibility of staff pairing up and one taking responsibility for class teaching while the other focuses on home/online learning.

JS advised that there was some concern about differentiation with online learning as well as timely feedback and next steps. Miss Dunn stated that some children have already had differentiated tasks and this would continue. Google Classroom can be left running over the summer break for those who wish to access it however, teachers will not be available.

EG asked if P7s will get to meet their pastoral care teacher. EHS have acknowledged that this is important and Miss Dunn was confident it would be a priority.

EG asked if siblings would be at school on the same days and Miss Dunn stated that this would happen where possible.

EG asked if everyone would be happy to delay the use of fundraising group funds for a P7 gathering to a time that it is safe for them to get together. All agreed.

**AOB**

* TL asked if parent/ teacher consultations would take place. Miss Dunn advised that there would not be another one before the end of the session. If parents have concerns, they can put a comment in the appropriate box of the pupil report.
* TL asked about children in Reading Recovery in P1. There was some confusion as this does not start until P2. However, Miss Dunn mentioned that there is a Reading Recovery tab on the school website which has tips for anyone to use.
* MAG stated that there was concern over the giving of HT awards for effort on Google Classrooms. Miss Dunn said that although this is valid reason for an HT award, she would also seek to include other examples of learning at home communicated from parents. Miss Dunn also advised that she has been giving out stickers on Google Classrooms but suspects that many people have not seen these. Parent Council members will let their year groups know to look out for these stickers.

**Date of next meeting: Monday 7th September (location TBC)**