



## SGOIL A'BHAC PARENT COUNCIL

### Minute of Meeting

Date: 05.02.18

Time: 7.30pm

Venue: Sgoil A'Bhac

Chairperson: Dana Murray

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**Present:** Dana Murray, Jill Lockerby, Eilidh MacPhail, Mairi Maclean, Allan Cameron Maclachlan, Catherine MacLennan, Eileen Macmillan, Mandy Gillies, Ali Maclean, Erica Clark (PC Members) Margaret Macritchie, Norma Maciver, Anna Wilson, Rietta Corbett, Anne Smith, Annette Gordon (Parent Forum) John A Maciver, Donald Crichton, Calum Maclean (Councillors)

**Staff:** Kirsteen Maclean (Head Teacher)

**Apologies:** Christina Macleod (Teacher), Dawn Macleannan

| Item | Summary and Action   |
|------|--|
| 1    | <b>Welcome</b><br>Chair, Dana Murray, welcomed everyone to the meeting.  |
| 2    | <b>Apologies</b><br>Apologies received from Christina Macleod and Dawn Macleannan.   |
| 3    | <b>Approval of Minutes</b><br>The minutes were considered page by page, and subsequently recommended for approval by Catherine, seconded by Jill.  |
| 4    | <p><b>Matters arising</b></p> <p><b>a. Head Teacher's Report</b></p> <p><b>Enrolment forms</b><br/>The Head teacher noted the new Pupil Enrolment Form, revised January 2018, and a circular relating to Placing Information Transfer from Primary to Secondary school, and passed copies of these to the Secretary for the records.</p> <p><b>Anti-bullying Policy</b><br/>The Head teacher thanked the Parent Council for approving the anti-bullying policy at the last meeting and noted that it is now on the school website.</p> <p><b>School events</b><br/>The school has held two <b>Masterclass</b> weeks, and the third will take place 6-8<sup>th</sup> March 2018. These included pupils from Tolsta and have been very well received by the children. More skills based evaluation forms will be used in the next Masterclass.</p> |

**Christmas concerts**

These were very successful with a great amount of money raised, including £502.75 for Bethesda (£354.75 in the silver collection at the door, and £148 in the Christmas cake raffle). A thank you letter was received from Corinne Maclean of Bethesda and all parent, friends and relatives are to be commended for their generosity.

**Stuart Morrison Panto**

The school are currently considering whether or not to continue attending this annually, due to increasing costs. This year the Council paid for the bus travel and the Parent Council increased its contribution from £1.50 to £2.50 per pupil (which actually cost less than last year, when they paid £1.50 per pupil and covered the bust travel). Parents were asked to contribute £4, with the school covering the remainder. Staff are split as to whether it is worth the approximately £1210 per year, though some feel that if the school didn't attend there may be children who were unable to go. It was noted that many, but not all, primary schools on the island attend. Options include a move to bi-annual attendance, asking parents or the Parent Council to contribute more, suggesting to the production that prices were becoming prohibitive, or enquiring if the production could come to the school instead. It was agreed that parents should be consulted on any changes to current arrangements.

**Enrolment 2018/19**

A pre-enrolment day was held on 22<sup>nd</sup> January. At present, it looks as though there will be 11 children entering GME with 8 in English medium, a total of 19 in P1 which is the same as 2017/18. There have been placing requests for 2/3 children from outwith the Back catchment area. Due to the 13 leaving in P7, this means that there will a 1.5% growth in Gaelic medium.

**Parental Engagement**

A number of events involving parental engagement have taken place:

GP1/2: pirate morning

GP3/4: daffodil planting

EP1/2: sensory afternoons

All school: two work samples have been sent home with pupils for parental comment

These have all resulted in very good feedback from parents.

**Homework support club**

A homework support club aimed at Raising Attainment in Numeracy and Literacy as highlighted in the current School Improvement Plan will be offered to all classes across 5 hours this term. Staff are hopeful for a good uptake of this initiative.

**Self-evaluation document**

The school has submitted a self-evaluation report to the Education Department as part of the National Improvement Framework (NIF), and staff self-evaluations were also submitted, and these were used by Bernard Chisholm for his report on NIF priorities for CnES. The HT was pleased with the response from the department and the Department were in agreement with the evaluations given by the school in the self-evaluation documents. Donald Macleod SEO visited the

school at the beginning of Term 3 and said it was felt that the self-evaluation documents were a fair representation of the work of the school. The Head teacher also stated that following Quality Assurance Hub activities in November it had been noted that although there were pockets for improvements, teaching was solid across the school.

### **Values**

Following a consultation with pupils, staff and parents, the school now has 8 shared values. Staff are working to put these on display in the corridors and are working actively with the children to promote these values. Aims of the school will be refreshed before the end of this academic session.

### **b. Treasurer's Report**

Current balance of the account is £2364. Mandy requested permission to complete an application for 2 debit cards for the account, to allow for easier payment. Rather than parents often having to pay large sums of their own money and then waiting to be refunded, this would allow for easier payments to be made. There were no objections to this from the Parent Council body so the Treasurer will progress the application.

### **c. Update on Working Groups**

#### **i) Fundraising**

Dana, Mandy, Mairi and Dawn met last week to discuss fund-raising (Jill sent her apologies). Mandy reported back on plans:

**Bag-packing:** A letter was sent to the Co-op and a slot was offered and accepted for Saturday 14<sup>th</sup> April 10am-6pm. A rota will be drawn up nearer the time.

**Soup and Pudding:** Angela has offered to hold a soup and pudding on Saturday 3<sup>rd</sup> March in the school. Helpers will be required for that.

**Easter Fun day:** Mairi had spoken to Terri at Back Football Club and she had asked if the Parent Council would be able to provide tea, coffee and baking at their Easter Fun day on Monday 2<sup>nd</sup> April. Volunteers are requested.

Easter Events for kids: It was suggested that we hold events for kids on Thursday 29<sup>th</sup> March: a Teddy Bear's picnic for the Sgoil Araich children in the afternoon, possibly in the school gym, including an Easter Egg hunt, with an anticipated contribution of £1.50 per child requested from parents; and an evening disco, P1-4 from 6-7 and P5-7 from 7.30 to 9, with snacks and juice, with an anticipated contribution of £2.50 per child requested from parents.

**Fun day:** Planned for Term 4- Saturday 16<sup>th</sup> June or 23<sup>rd</sup> June. Dana is checking it won't clash with Stornoway Primary Fun Day. The Head Teacher indicated 16th June may be a clearer week at the school. Annette suggested Pursuit Hebrides may be able to donate some equipment and she would ask Roy. Tolsta school have a small bouncy castle which could be borrowed.

**Movie nights in winter:** plan to hold some movie nights in the evenings for the children in winter to use the licence which is purchased for watching movies as this tends only to be used for P7 school trip fundraisers.

**Letter to business for technologies:** once a consolidated list has been received, this can be drafted to tailor to certain businesses. Head Teacher indicated that there were plans to buy the technologies from the school's own budget, but there is currently a moratorium on spending. A request to commit resources has been submitted, as a plan and audit of resources had taken place, and this was now waiting for approval. The Principal Officer thought that the case was strong. Depending on the approval from the Directorate, the Head teacher may return to the Parent Council with a request for funds to supplement this.

## **ii) Grounds for Learning**

Annette summarised progress to date. Three meetings have now taken place since the last Parent Council meeting;

1. between the Working Group, Donald Macleod, Ian Gordon Smith and the Head Teacher to clarify what could be done without departmental approval. Longer term plans involving structural changes would be likely to take 9 months minimum but Donald Macleod did say he would try to help speed things up;
2. a meeting of the Working group to draw up a wish list of 14/15 items they thought could be approved directly by the Head Teacher
3. a meeting between the WG and the Head Teacher to discuss these items, which were almost all approved. it was agreed that these would go in the main playground for the benefit of all the children, rather than the nursery area as first envisaged.

Annette had also gone to Point School to see what they have done, though they don't have to go through Technical Services, and also to Norma and Ian Peel's yard, and they have been very helpful in offering used items and help to move items into the playground. There will be minimal costs for small items such as nuts, bolts, nails etc for the mud kitchens, and plans are underway to source pallets and guttering. A request may be made to parents to contribute used kitchen utensils or other items.

The Head Teacher advised that she could set up a page for Grounds for Learning in the Parent Council tab of the school website, and also one for fund-raising if requested.

Councillor Donald Crichton reported back on his attempts to get a response from the Director of Education to the letter from the Parent Council of 5<sup>th</sup> April 2016. Despite going to see the Director in December, January and February, there has still been no response, so he is not best pleased as the letter should have been responded to. Councillor Crichton will continue to pursue this.

The Head Teacher suggested she could send a letter to the 20-30 parents who had indicated they would be willing to help. Annette Gordon said she was happy for her mobile number to be put on Facebook page as the contact for the project. There was also a discussion about putting some of the school's sporting equipment in boxes outside for the children to access and when this could be implemented. This could be managed by Young Leaders or other children on a rota system. Locked boxes may need to be purchased and padlock for an existing box. The Head teacher suggested the Parent Council allocate a budget towards the Grounds for Learning projects. Ali suggested the Crofters may be able to also help with

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|   |      | <p>donations of practical goods to the project.</p> <p><b>iii) Foyer</b></p> <p>Catherine reported that the Foyer WG group had not yet had a full meeting but she had started some work in looking at ideas for funding. She had contacted Tesco's Community enabler Bags of Help run by Groundwork, and there may be a slot in July and August. This could perhaps be used for the Foyer and Library, if community use could be shown. Community use of school rooms has declined in recent years due to costs (£30/hour) with only limited lets available, though it is used by Scripture Union, after school events to meet with parents and for exhibitions. Catherine passed round a list of other potential sources of funds, along with some ideas for improvements.</p> <p>Christina Macleod had passed on a list of ideas from the Pupil Council as to what they would like to see in the Foyer, which was circulated to those present.</p> <p>Some improvements have begun with the removal of the school leavers' boards, which are being replaced by the new school values, and auxiliary staff have begun to put these in phot albums to archive them. The Head Teacher suggested that some things could be done fairly easily to improve the foyer, such as the painting of the wood as had been done in Stornoway primary, or putting up noticeboards. Another alternative would be to put plasterboard over the existing surfaces to give a smooth surface. These would have to go through technical services and have a CDM coordinator appointed.</p> <p>Dana welcomed Erica Clark to her first meeting and asked her to consider joining one of the Working Groups.</p>  |
| 5 | AOCB | <p>Councillor Maclean raised the issue of equal provision within the school for English medium pre-school education, arguing that it would seem that many children by-pass the school for their education due to a lack of English medium nursery provision. A concern was raised about equality of provision in terms of induction for P1 in English and Gaelic though the Head Teacher assured those present that last year both groups received an equal number of induction sessions, though the English ones may have started later due to staff absence. The lack of after school provision was cited as a reason for some children bypassing the school to attend Stornoway Primary or Laxdale, and the lack of all-day provision at the nursery was another explanation- examples and experiences of this were confirmed by those present. Anne and Norma raised the concern that there seems to be pressure on parents to put their children into Gaelic medium education. Councillor Maciver noted that English medium has also benefited from the promotion of Gaelic provision. It was noted that a survey was carried out of current parents when the Sgoil Araich was moving to two rooms, asking if a move to Gaelic/English or by age was most appropriate and it was decided to split by age. It is unclear at present if there is a demand for English provision, so Health Visitors would be likely to be the best placed to consult with parents of children of pre-school age and younger. The Head Teacher noted that there was capacity within the school to increase numbers, though Mandy noted that facilities such as small toilets would have to be considered. It was proposed that the Head Teacher and Chair could write to Becky Maclean in Early Years to note that it had been brought up by a Councillor at the Parent Council, and to query if there were any plans to move to this, or any likely demand? It would also be useful to</p> |

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|          |                | enquire as to where the Back Sgoil Araich lies in the timeframe for a rollout of 30 hours/week of nursery provision.<br><br>Dana thanked everyone for coming. |
| <b>6</b> | <b>D.O.N.M</b> | Monday 23 <sup>rd</sup> April 2018 (and Monday 28 <sup>th</sup> May 2018)   |

| <b>Date</b> | <b>Action</b>  | <b>Responsible</b>         | <b>Status</b> | <b>Comments</b>                                 |
|-------------|--|----------------------------|---------------|---|
|             | <b>COMPLETE</b>  |                            |               |   |
| 11.10.17    | Contact Tesco/Co-op and Iceland for availability of bag-packing slots          | Mandy                      | Complete      | Co-op date Saturday 14 <sup>th</sup> April      |
| 04.12.17    | Investigate other sources of funding for technologies                          | Councillors/Fundraising WG | Closed        | School applying to spend budget on technologies |
| 04.12.17    | Write to parents asking for technology related donations                       | Fundraising WG             | Closed        | As above  |
|             | <b>ONGOING</b>   |                            |               |   |
|             |  |                            |               |   |
| 04.12.17    | Contact local companies re funding for technologies                            | Fundraising WG             | On hold       |   |
| 04.12.17    | Working group to propose plan for foyer following receipt of pupil views       | Foyer WG                   | Ongoing       |   |
| 04.12.17    | Follow up on letter from Parent Council to Director of Education of April 2016 | Councillor Crichton        | Ongoing       | Response still being sought                     |
| 05.02.18    | Application for debit card   | Treasurer                  |               |   |
| 05.02.18    | Letter to be written to Early Years on English nursery provision               | Chair/ Head teacher        |               |   |