

<p style="text-align: center;"><b>COMHAIRLE NAN EILEAN SIAR</b> Department of Education &amp; Children's Services</p> <p style="text-align: center;"><b>Minute/Note of Meeting</b></p>		<b>TITLE</b>	<b>Parent Council Meeting</b>		
		<b>DATE</b>	<b>Monday 31<sup>st</sup> October 2022</b>	<b>TIME</b>	<b>6.45pm</b>
		<b>VENUE</b>	<b>Sir E Scott School</b>		
		<b>DISTRIBUTION</b>	<b>All Members &amp; MC Ferguson, Head of Education.</b>		
<b>Present:</b>	Andrew Coghill, Andrew Murray (Head Teacher), Kirsty Donnelly (Acting Head Teacher), Adam Johnson (Acting DHT), Rhoda Campbell, Gordon Macleod, Rachel MacDonald, Kathleen Duce, Jenna Morrison, Donna Macleod, Alison MacDonald, Ian Murdo MacDonald.				
<b>Apologies:</b>	Ruth Miller, Anna Morrison, Pauline Macleod (DHT), Donella Barker, Louisa MacDougall, Caroline Chaffer, Cllr Grant Fulton, Cllr P Finnegan				
<b>Agenda Item</b>		<b>Action</b>	<b>Who?</b>	<b>When?</b>	
<b>1 Welcome</b>	AC welcomed everyone to the meeting, especially Mr Andrew Murray, Head Teacher.				
<b>2 Apologies/ Membership</b>	Apologies were noted above. AC was contacted by Caroline Chaffer who expressed an interest in joining the Parent Council. This was proposed: K Duce, seconded: R Campbell, and unanimously approved.				
<b>3 Minute of 12<sup>th</sup> September 2022</b>	The minute of the meeting held on 12.09.22 was agreed to be an accurate record – proposed: R Macdonald, seconded: G Macleod.				
<b>4 Matters Arising</b>	There were no matters arising.	•			
<b>5 Head Teacher's Report</b>	<p>AMU thanked everyone for the welcome and is pleased to have a cross over period with K D until Friday 11<sup>th</sup> November. Following this period KD, AJ and Christina Campbell will return to their substantive posts. He encouraged parents if they have any queries or concerns to contact the school office, so any matters can be dealt with immediately.</p> <p>The recent Prizegiving Ceremony held on Wednesday 12<sup>th</sup> October was very successful and it was good to see so many parents attend this event.</p> <p>Congratulations to all who participated in the recent National Mod, the pupils did extremely well in their competitions. A Mod Concert will be held in the school on Thursday 3<sup>rd</sup> November. Following recent successful fundraising for the Blythswood Shoebox Appeal and the MacMillan Coffee Morning, the decision has been made to have no further fundraising activities until next session.</p> <p>Pupils have participated in various Halloween activities in the primary. Secondary pupils enjoyed a very lively dance on Friday 28<sup>th</sup> October.</p> <p>The S1 Parents drop in session in on Wednesday 2<sup>nd</sup> November from 4pm – 6pm, giving parents the opportunity to meet staff and get a brief update on pupil's progress.</p> <p>Due to issues with lack of staff the Sgoil Araich will be operating on reduced hours on Mondays until this has been resolved.</p> <p>In the Primary Department, Miss Donna Maclean started in Leverhulme Memorial School as Acting Head Teacher. Mrs Eilidh Stone is taking the P6-7GM class.</p> <p>Due to an increase in numbers the P5-7 class has been split into two classes. P7 pupils will be taught by Miss Anne Macleod. P5-6 pupils will be taught by Mrs P Macleod, 3 days a week and supply staff in the interim period for the remaining two days, until this post has been filled.</p>				

5	<b>Head Teacher's Report..... .. continued.</b>	<p>The HE post in the secondary has been advertised, they are hopeful of a successful applicant. School photos are to be taken in house this year, in order to help reduce the cost of the school day. Further information will be issued to parents as soon as possible.</p> <p>The school road crossing is at the top of the stairs by the main school entrance. A letter has been issued to parents to inform them.</p> <p>There has been an issue with wasps on the school grounds in the past few weeks, unfortunately a couple of pupils have been stung. FES did a site visit, unfortunately no nest was discovered. This is being continually monitored by staff members and FES.</p> <p>AC raised a query from a parent regarding school transport in adverse weather conditions. AJ reassured members in the event of adverse weather conditions, arrangements are in place for minibuses to come into the main school car park. Due to the nature of the weather at the school, it is not always possible to predict even with a forecast, therefore there may be times when arrangements are put in place at very short notice.</p>	Issue information to parents regarding school photos	AMU/ KD	ASAP
6	<b>Recruitment Video - RC</b>	<p>RC gave background details of the Recruitment Video for the school and is frustrated that this has taken so long. She has been in contact with Martin Macleod, Multi Media Unit who has archive footage that may be used but he will need the Head Teachers permission to access the school. AMU will contact Martin Macleod regarding this matter. It was agreed in the meantime to increase the level of social media posts to highlight school events/successes.</p>	Contact Martin Macleod, Multi Media Unit, regarding promotional video	AMU	ASAP
7	<b>Financial Update</b>	<p>AC provided an update of accounts. The current balance on 31.10.22 is £1000.52.</p>			
8	<b>Space Awareness Strategies – Maggie Barlow</b>	<p>Maggie Barlow, Space Strategies presented a slide show giving an overview of their involvement in re-designing schools, and their recent visit to Sir E Scott School. She stated they usually seek information from all relevant parties and then provided feedback based on this.</p> <p>The following points were noted after a period of discussion on the areas identified.</p> <p>User/Visitor Experience</p> <ul style="list-style-type: none"> <li>• The primary school roll has increased to the point that teaching areas are now limited in the primary.</li> <li>• Looking at suitable areas in the Secondary department for Broad General Education classes, Senior Phase students and pupils with additional support needs.</li> <li>• School campus serves the whole of Harris, with public library and sports centre on site.</li> <li>• Various options were discussed for the main school foyer area, informal meetings, drop in events etc, suitable furniture would be used to make the area more functional.</li> <li>• Maggie reassured members that Health &amp; Safety regulations would be adhered to when planning the use of this area, taking disabled access also into consideration.</li> </ul> <p><i>GM left the meeting at this point – 7.20pm</i></p>			

8	<b>Space Awareness Strategies – Maggie Barlow ....continued</b>	<p>Public Library</p> <ul style="list-style-type: none"> <li>• KDU provided details of volunteering drop in sessions she has recently held in the school library.</li> <li>• Using the Library as a location for Parent Council drop in sessions was discussed. The layout of the library was discussed and use of space.</li> <li>• An ‘Out of hours Study Session’ for pupils was suggested for senior pupils. It was noted this would be beneficial for pupils who live locally, not so for pupils in rural areas.</li> <li>• The library was used regularly by primary pupils on a weekly basis pre Covid19.</li> <li>• Maggie provided details of how libraries are used in other areas by all members of the communities.</li> </ul> <p>Wider Use</p> <ul style="list-style-type: none"> <li>• The sports centre and gym hall were discussed briefly. There are issues with public access to these areas during school holidays as a result of the initial contract between CNES and the Facilitations Company, FES.</li> <li>• Maggie observed secondary pupils during breaktime and lunchtimes. Pupils use a mix of areas, they are currently looking at addressing this issue.</li> <li>• Soundproofing the foyer area was also raised as this is also an issue.</li> <li>• There is currently no budget ring fenced for this work and it is likely to be done on a priority basis.</li> </ul> <p>Maggie thanked all members for their input and encouraged anyone with any further input to feedback to AC, AMU or KD. AC thanked Maggie for attending the meeting.</p>			
9	<b>Date of Next Meeting</b>	<p>The next meeting will take place on Monday 5<sup>th</sup> December 2022 at 6.30pm. AC thanked everyone for attending and the meeting closed at 7.55pm.</p>			