**Aberdour Primary School Parent Council Meeting Minutes**

**Monday 18th September 2023 7.00pm at Aberdour Primary School**

Minutes by Linsay McDonald

1. **Present:** Gareth Williams (outgoing Chair), Alison Johnson (P1 Rep), Claire Stewart (P2 Rep), Linsay McDonald (outgoing Secretary and P3 Rep), Gabi Sweeney (new P3 Rep), Aryanna Johnson (P4 Rep), Claire Matthews (P5 Rep), Katie Contreras (P7 Rep), Louise Wood (Head Teacher), Gillian Cormack (Principal Teacher), Leanne Sweaton (Acting Principal Teacher), Councillor Dave Dempsey, Councillor David Barratt.

**Apologies:** Fiona Macfarlane (Nursery Rep), Wendy Hutchinson (P6 Rep), Councillor Sarah Neal, Councillor Patrick Browne.

1. **APS Parent Council AGM 23/24**

*Review of 22/23:* GW summarised that since the last AGM in Jan 23, three priorities had been agreed by the parent council to address: outdoor learning, reading culture and play based learning. The new Chair and deputy may want to review them.

*Appointment of room/class reps:* There was some discussion around whether each year group or room should have a parent council rep. While it was acknowledged that the more representation the better, it was agreed that at least each room should have a rep, which will be as follows: Rm 2 Claire Stewart, Rm 3 Aryanna Johnson, Rm 4 Gabi Sweeney, Rm 5 Alison Johnson, Rm 6 Wendy Hutchinson, Rm 7 Katie Contreras. This means that while Rm 2 is represented, the P1 year group does not currently have a parent rep. CS was to check whether P1 parents would prefer a room as well as a year group rep, and if so find out whether there was a volunteer for this role. CM to decide whether to stay on the parent council.

*Appointment of chair, deputy chair and secretary*: PC members will think about and discuss whether they could act in these roles for the next meeting, perhaps sharing the job of taking minutes on a rotating basis.

1. **Confirmation of minutes/actions arising from last meeting**

Minutes of last meeting were confirmed and it was noted that all actions had been followed up except an update on the application for the Digital Schools Award, which GC will provide at the next meeting. LW will circulate dates for the remaining PC meetings of this session.

1. **Head teacher update**

*Attainment:* LW presented figures on attainment which will be included in the Standards and Qualities report to be published on the school website in October. The school has exceeded its stretch targets for literacy and numeracy and a significant number of pupils are ahead of track. Attainment over time remains steady. CM asked if the school is happy with the most recent attainment figures and LW replied that they were, particularly where they have been able to close the gap using IT strategies. KC asked about reading culture and whether probationary teachers will be supported with this going forward and LW and GC both confirmed that they would.

*School Improvement Plan priorities:* After gathering opinions from pupils, parents and staff, the school has set two main improvement priorities for the school and two for the nursery. The first, which is common to both settings, is equality, diversity and inclusion. The second priority for the school is outdoor learning. The second priority for the nursery is literacy and numeracy skills within the outdoor environment. KC asked if probationers would be supported with outdoor learning. LW and GC confirmed that they would. KC also asked whether Fischy Music was appropriate for the upper school assembly and LW said she would consult with the house captains and vice captains on this matter. GW recalled that languages had previously been under consideration for inclusion in the current improvement plan and asked whether this was possible. LW replied there was no scope for that this year and that there are changes taking place in language learning.

*Workshop on Learning, Teaching and Assessment:* LW reported that there was very little uptake on this workshop; around 10 parents had replied to say they would attend. It was designed to discuss how staff are trained to teach across multiple levels of the curriculum and improve confidence in composite class settings. GW and GS said that they had had feedback to say there was still a desire for this to go ahead amongst the parents, so LW agreed to try to rearrange it in the near future. CM said class reps could remind parents about the next meeting and stress that if there isn’t sufficient uptake it won’t go ahead.

GW asked about the upcoming industrial action and LW said online learning will be made available if it goes ahead.

1. **Parent feedback**

*Plans for music teaching following Mrs Mair’s retirement:* AJ asked about music lessons and LW replied that all class teachers will be teaching music with support from an online platform.

*School uniform logo*: AJ and KC shared feedback regarding the most recent school uniform being printed in the wrong colour. LW said the issue has been recognised and confirmed that from the next order the logo will revert to blue.

*Sway and school communications*: Issues with communication from the school were raised again- LW reiterated that there is a clear communication strategy, with emails being sent at 3pm to the first contact on a family group and information also shared on the app so that other family members can see it. The school calendar is updated via Sway throughout the year. Some parents said that they had encountered technical issues with the app and LW said she would follow up on this with the supplier. DB said he would look into whether Fife Council could allow group call alerts to be sent to all parents.

*Repairing outdoor play area:* AJ asked whether the existing equipment and surrounding ground can be fixed. LW said CALA has offered some funds towards this, but more will be needed so she is meeting with the Parents Association to discuss and has also earmarked funds raised at the community café. DD also suggested LW investigate the Edinburgh Airport Community Fund to help cover the cost of repairs.

1. **AOB**

LS shared that year groups will go on outdoor trips on the mornings of each Friday there is a community café. She will share more information about this with parents directly.