**MINUTES OF ANSTRUTHER PRIMARY SCHOOL PARENT COUNCIL**

A meeting of the Anstruther Primary School Parent Council was held on Wednesday 7 September 2022 at 1830 hours.

PRESENT: G Maclaren (Chair), F Harrison (Vice Chair), J Sloan (Secretary), L Manton (Acting Head Teacher), M McNeill (Acting Depute), A Watt, V Guigou, H Greenwood, H Maclaren, Y Tracey, L Melville, C Murray, B Stainer-Lie.

APOLOGIES: J Fyall, R Swarbrick, S Easton (Depute), C Doherty (Treasurer),

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| **1** | **Welcome and Introductions**  A Watt approved and VG seconded. |
| **2** | **Approval of minutes and matters arising**  Minutes approved with ongoing matters on tonight’s agenda:   * £400 for playground equipment * Additional funding for playground equipment: S Easton has emailed the Chair this week * Breakfast and after school club – no further information on latter * L Melville – fundraising ideas post had good input and uptake |
| **3** | **Treasurer’s Report**  Still trying to arrange change of signatories, debit cards etc with CD taking over.  Statement showing £3520.74  Deductions pending:  £713.91 for 53 scientific calculators, £38.15  for 53 personalised cards, £80.77 for food and drink for P7 leavers gifts/party.  £50 Waterfront voucher for Mrs Kyle retirement gift.  Paid for by Gillian until reimbursed.  DJ and balloon arch/hall decor for P7 party paid out of cash takings from sports day refreshments fundraiser. £22 remaining from this (after reimbursing purchase of tea, coffee, cups etc) to be banked.  Once deductions processed, balance will be £2653.91.  Query whether gift should be reconsidered- contribution towards leavers hoodies may be more appropriate? To discuss early in term 3.  Cauliflower Cards usually makes £600-700  Fiona set up GoFundMe for iPads £220.83. This has been transferred to the School’s account.  St Andrews University Community Fund, could look at an application to that. Opportunity is quarterly.  Community Cycling Fund, considering a bid to support active travel to school.  . |
| **4** | **Headteacher’s Report**  Most information in newsletter.  Thanks to PC for P7 leavers’ party, fabulous time for the young people.  School improvement plan based on info gathered before holidays. 3 areas of focus:   1. Curriculum   Vision statement. Hasn’t been huge uptake, 79 responses. Will put out again to gain more responses. Also want community views, QR codes can be given to local businesses.  L Melville: Final list? Suggestions were from staff and parents, weren’t planning to add more.   1. Learning Teaching and Assessment 2. Wellbeing for all (learners and staff)   Now have a website, in skeleton form. Will evolve and develop, staff training. Link should be on the Fife Council Anstruther PS page.  F Harrison: what will that replace? LM: keep Seesaw and Groupcall (Fife-wide). May drop School App as this has to be paid for.  Staffing: full complement, lots of new staff this year. 2 27 ½ hr vacancies for PSAs. Interviewed at start of term but did not appoint, interviewing again at the end of this week and more hopeful of appointing. Covid absence still an issue, 6 teachers and 2 PSAs absent last week. Staff have been very supportive of one another.  Pupil equity fund: looking at attendance, Fife-wide. Attitudes have changed since lockdown, return to school has been challenging for some. Supporting young people to be in school, and package of support for those who can’t.  VG: how do you engage with parents when attendance is poor? Last year, letters to flag attendance to a group with a certain level of absence. Phone calls and visits to those where there is greater concern to offer support. No judgement, it is about understanding what is going on for a family. This year, identified a group whose attendance is low, support group for them in school with PSAs. Teachers will also flag concern about a child’s absence.  Pupil equity fund also looking at literacy for a group of children who can be worked with to improve their attainment.  Want to involve parents in well-being: anti-bullying, anxiety. Will be shared with parents in due course.  Expecting HMI this year. Hasn’t been done for a long time so expecting this year. Get about 2 ½ weeks’ notice, PC will be involved in that.  Learning partnership, linking with other schools in Fife, visit each other schools, evaluate each other and speak to children. Awaiting confirmation of date, PC will be asked to come in and speak to Education Manager on how we see things at the school. |
| **5** | **Constitution Review and Update**  GM: with e.g. shared headship plan, HMI etc, shows need for a formalised PC list of members in event of being called to contribute to anything. With 12 classes, 12-14 members seems the right number, and ideally representative of the whole school. AGM open to all, and anyone can attend a PC meeting if wished. Agreed.  Suggest quorum raised to 6/7 from 5.  Members list shared on website so that parents can approach a PC member to raise any issues they wish to be discussed.  VG: to make more representative could we have 1 parent per class? Have tried this before with the Facebook page. Could be a meet the team display in reception, and there is a page on the new website for the PC.  GM: could reinstate a PC newsletter if someone is willing to take that on.  Also proposing that the AGM remain in April as this year, rather than reverting to November as in the past. Agreed.  Constitution taken away by members and encouraged to contact GM with any amendments. These would be approved or otherwise at the AGM. |
| **6** | **Leadership Update**  Proposals for a change in leadership model last year. New FC administration have said they would not be in favour of a shared headship model.  LM: almost all HTs in our cluster are acting at the moment. Believes there may be some decision around Christmas, understand there is a paper going back to the Council on a strategy on leadership across Fife, then up to Council to decide upon. Depending on that outcome HT posts will be allocated from there.  GM: conversations with Willie Rennie, Labour admin were in favour of parent consultation. PC may be called upon for this again. |
| **7** | **Decision Making Processes – procedures and communication**  Last meeting discussion on sports day, different views then and first one for many families. Discontent at the decision, reflection and subsequent consultation was welcome. Question from parent: what is the process for these kinds of decisions?  L Manton: don’t always appreciate the strength of feeling on some things. On sports day, were trying to look at normality but also the needs of the children. How to put something together when it hasn’t happened for some years. Learning about the community, with hindsight would have consulted. But also cannot consult on every decision that needs to be taken. There was also good feedback on Sports Day too. Take into account views of the children, staff and parents where possible, though notes that when school has gone out to consultation the levels of response can vary. So there isn’t a set process, very much depends on what it is. And it is a learning process. Sports day generated some very interesting discussions with the children.  So – live and learn, consult where possible, and if we get it wrong we will work with the community to resolve it. |
| **8** | **Opportunities for Parental Involvement/ Engagement**  Information coming out about shared finish (which has been consulted on) before end of term.  C Murray: Could it be split so not as obvious if a child doesn’t have someone there? Will look into the logistics of that, probably not for this one but for future. FH: or a video tour that a child could give on an iPad? M McM: reassurance that a child is never left on their own during these types of activity. Buddying up.  GM: Parent Council could encourage social activities e.g. beetle drive in past. |
| **9** | **Cauliflower Cards**  Children create card design and card sales raise funds. Forms will come out tomorrow, date for return is 30th Sep because there is an extra 10p commission on every item ordered for early orders.  3rd and 4th October for checking before being sent off. |
| **10** | **Funding Opportunities/ Fundraisers**  Cycling Scotland fund, make a bid for e.g. cycle racks for nursery and infant playgrounds.  iPads? Already purchased, 12, one per class. GoFundMe page proceeds have been transferred over.  L Melville: will collate the suggestions her post generated and send across to GM.  GM: will there be Hallowe’en opportunities? L Manton doesn’t think there are restrictions. Plan for Hallowe’en party, one evening early for P1-3, later for P4-7. Thursday 27th proposed. £1 suggested donation/ ticket price.  L Melville: can we recycle Hallowe’en outfits? Could put a rail up.GM could launder. VG will contact Community Kist too.  Morrisons donated old costume stock to St Andrews primaries, could be approached.  A Watt: we need to normalise it, e.g. environmental credentials. |
| **11** | **AOCB**   * Julia Priestley, Community Development Worker at AIA, submitted a written update:   The Dreel Burn Project. I will be contacting Anstruther Primary School directly to arrange to meet and discuss ways that the project could link to the school curriculum and learning outcomes. We also hope to work with Waid Academy to involve students there.  Information on the project can be found on the AIA website [AIA Dreel Burn Project](https://www.anstrutherimprovements.org/projects/dreel-burn-project/). I have also attached a project outline with further information and the vision statement as below:  *Dreel Burn Project has at its heart a vision of the Dreel Burn as a clean, biodiverse and vibrant river, valued by the farming, fishing, rural and urban communities of the East Neuk. To achieve this we will improve the burn as a source of water and precious green space for local residents and visitors, and as a natural habitat for wildlife.  The project will benefit and protect the sustainability of key industries in the wider catchment area, including agriculture, coastal fishing, shellfish breeding and tourism.  We aim to transform local attitudes towards the burn, to ensure that the project’s positive outcomes are sustainable and enduring.*  At this early stage we are working very closely with Forth Rivers Trust and Fife Coast & Countryside Trust to develop a catchment management plan. Both organisations are extremely positive about the project, and feel it has the potential to work as a model for other communities.  We are aiming to hold our first public event later this month for 7.30pm on Monday 26th September, TBC at Dreel Halls to build some community engagement and support for the project, and establish a working group.   * Skatepark Group consultation results, positive meeting on Monday although with differing views. Preferred sites are Bankie and Waid. Working group will now be set up and seeking participation. PC likely to be asked to represent on that. Bjorn and VG happy to do that.   Here is the link to the published Consultation Report on the [ASP Linktr.ee Page.](https://linktr.ee/anstruther.skatepark) If there are any further questions or parents would like more information about the consultation please encourage them to email the group directly and they will do their best to answer any questions, email: [anstrutherskatepark@gmail.com](mailto:anstrutherskatepark@gmail.com)  Heather: Murray Library Trust funding opportunity, school can make an approach to the Trust, educational grant-giving trust. GM: there’s also the Nora Webber Trust, who gave initial funding for Seesaw.  Confirmation that parents’ night will be in-person and soon after Oct holidays.  C Murray: some feeling that paper homework would be easier than Seesaw. Set up now for Term 1 but could explore some options for Term 2. |
| **12** | **Date of Next Meeting**  Wednesday 16th November 6.30 – 8.00. |