

Parent Council Meeting

Date: 13th November 2023

Time: 7pm

Castlehill Primary School

In person

Emma Purvis (Chairperson), Gordon Florence (Vice Chairperson), Lisa Gilroy (Headteacher), Claire Newlands, Neil Keddie (Treasurer), Gillian Lumsden, Karen Smith, Kate Magumise, Victoria Leonard, Mary Spence, Jean Smart (S.A. Secretary)

Online

Yvonne Strachan, Kara Kinnaird, Katharine McCann, Cllr John Caffrey, Gemma Bisset, Katy Keddie

Apologies

Cllr Margaret Kennedy, Anne Lawson, Sarah Frame, Su Florence

Agenda Item	Minutes
Welcome and Approval of minutes <i>Chairperson</i>	Minutes of 28 th August 2023: Approved by Mary Spence, Seconded by Jean Smart Minutes of AGM 18 th September 2023: Approved by Mary Spence, Seconded by Jean Smart Claire Newlands for Parent Council Secretary: Proposed by Emma Purvis, Seconded by Gordon Florence.
Headteacher Update Lisa Gilroy	A new PSA has been appointed – no start date as yet. The link for the sponsored walk is now closed. Total raised £3516. This money will be used towards curriculum enhancement. LG now to go back to parents to find out views on areas it can be used. HT support at Anstruther primary school is continuing for the foreseeable future, for 2 days per week. Seesaw – DHTs are focusing on this as a project. Variable levels of use and engagement on this platform across teaching staff. Flooding – no issues today. The work previously done seemed to have made a difference. Email to parents due soon with updated ‘important dates’ for the run up to end of term.
Eco Garden Update	Tesco tokens are up and running for the eco garden project. Thanks to a CT who completed the application in the summer. Parent Council

	<p>and School Association to keep re-posting on social media, as a prompt to parents/carers to pick up tokens.</p> <p>Unknown how much Tesco will allocate but the school will receive something. To find out if Tesco can make the cheque payable to the School Association.</p> <p>Eco Committee will have more information about how they wish to spend the money.</p> <p>LG informed parent council of £20,000 funding through the breakfast/out of school club. Work will be happening soon and there is a planning meeting next week. LG will update us again at January meeting.</p>
<p>Lost Property Area</p>	<p>Two parent council members have been sorting through the huge amount of lost property. Jackets are now on pegs in the 'Take and Donate' area – we are currently not taking donations and we need to clear what we already have.</p> <p>Main focus is to use social media to remind parents/carers about the lost property area. Discussion about having a stall at the Christmas fayre.</p> <p>There is an external door next to the library area where lost property is that can be opened at end of the school day.</p>
<p>Dalguise – damage caused by storm and alternative</p>	<p>LG has spoken to the team at Dalguise. Our date was previously moved back by 1 week for staff training. Not anticipating any difficulty with the Castlehill trip in February.</p> <p>There are 10 children staying at school this year and they will have their own events during the week which will be tailored to that group.</p> <p>It was asked if in the event of the trip being cancelled would parents be reimbursed. LG was unsure but informed that Dalguise are insured.</p>
<p>School Buses – seat belts and persons responsible</p>	<p>The school are experiencing weekly issues with Stagecoach buses and LG is raising issues frequently directly with Stagecoach.</p> <p>Regarding recent query around persons responsible – LG has a verbal agreement with Stagecoach that the bus calls the school immediately if any issues and a member of leadership team will go down to the buses. LG is happy to generate a plan alongside Stagecoach for Castlehill pupils.</p> <p>Cllr Caffrey will also seek clarification from the Council as to who is legally responsible for children when they are on the bus.</p> <p>It was also discussed that seatbelts are not required on the current school bus service as it is a local registered bus service. Because this is</p>

	<p>not a dedicated school bus service and can also be used by members of the public or children paying a fare or using the national entitlement card, the legislation, Seat Belts on School Transport (Scotland) Act 2017, does not apply.</p> <p>The PC Chair will email Cllr Caffrey about the annual statement Fife Council are obligated to publish in line with the legislation regarding the promotion and use of seatbelts on school bus trips and dedicated school bus services.</p>
Strikes	<p>LG explained that schools or Fife Council have no control over the timing of communication regarding strikes.</p> <p>Seesaw was utilised really well during the most recent 3 day strike.</p>
Parental Engagement	<p>LG shared that staff are really keen to have parents/carers in school more often. Proposal that school to provide dates throughout the year. Discussion that it is helpful to have these dates in advance and on a range of days/ different times. LG is hoping to finalise all end of term 2 events, then send out term 3 and 4 dates soon.</p> <p>LG asked for suggestions of what parents/carers would like to be offered. Suggestions were:</p> <p>Year group or area assembly – on certain topics. Whole school – soft start across years. Morning and evening options Presentations on topic work, larger projects.</p>
Senior Leadership Team presence in playground	<p>DHTs are on a rota at lunchtime</p> <p>LG commented she likes to be outside when she can and they are planning to increase visibility. If management team are covering staff absence, then they are in class setting up etc so unable to get outside.</p> <p>Discussed that it helped that someone from management team was available to speak to in the playground at start and end of day. LG commented that it helps to reduce emails from parents.</p>
AOCB	

Next Meeting Monday 15th January 2023 at 7pm