

Kinghorn Parent Council Meeting Minutes

18 Sep 23 via Teams

**Present**  
From school: C Wyse, C Horne, K Turner

Councillor: L Backhouse, K Leslie

P.C.: L Brown, S McIlravie, V Bathgate, L McGowan, L Humpington (Chair), D Chishti (co-secretary)

Apologies: J Bellfield (co-secretary), M Brown, R Stirrat, Cllr J MacDougall, A Neenan, L Tringham, R Young, L Hayward, S McMillan

**Officers**

Andrew Neenan was co-opted as Treasurer.

Vice Chair- no nominations for Vice Chair.

Confirmation / Appointment of Class Reps:

Nursery – Louise

P1 – Jenny

P2 – Laura T

P3 – Dee

P4 – Jenny

P5 – Laura Mc

P6 –

P7 – Lynne

Minutes of the last meeting agreed.

**Matters Arising from Last Meeting:**

**After School Club:** A survey of parents was undertaken by the Parent Council. It was shown that there was an appetite for more after school provision. The school has contacted Strathallen: their after-school club is no longer operating as feeder school for KPS. Burntisland Out of School Club may be an option: Action – LH to enquire   
25 children now attending breakfast club.

**Treasurers Report:** No report at present but there is approximately £1,300 in funds.Some expenditure has been approved for the purchase of equipment for nursery. Jenny has purchased approximately £300 of items and the Nursery have now received these.

School advised there is now a school sports committee. To advise if the children come up with ideas on funding needs for equipment.

**Co-op Community Fund:** funds expected in November. Action: Dee to advise what funds are earmarked for. Inner courtyard and Nursery vegetable patch.

**Tesco Community Grant:** <https://www.greenspacescotland.org.uk/grant-funding> Action: LH will apply for this grant

Cllr Backhouse advised that Shell at Mossmoran also have a grant application available. Action: Cllr to send information

**Parent Council Admin / Organisation**

**Calendar of Events -** this has been populated with events for school and Parent Council through academic year and any associated costs to parents. Cllr Backhouse advised there is a local community council grant for £500-800 could be applied for relief for parents unable to pay for such events.

**World Childrens Day** – 20 November. Kathy will ask the student group for dress code ideas to link in to the Rights of the Child learning that day.

**Facebook Page:** The school doesn’t have its own facebook page but is happy for Parent Council (which would not be subject to the cumbersome criteria for doing so imposed by Fife Council) to do so. This would be a space for notices and news but until the facebook group which currently operates would be public facing. The page would then be able to host groups for each year group which would be private. It was advised that Strathallan PC page used this format and it worked well. Also suggestion for putting up posters in street.   
Action: LH will draft suggested page

**Google Drive:** Propose setting up a google drive accessible to school and all members of council in order to save minutes, reports, forms etc… Consolidated space to enable more organisation and seamless transition between council members. Single place where everyone can access.

**Email Address:** Propose setting up a dedicated email address for Parent Council in order to better manage email administration.

**Outdoor Learning & Activities**

**Bikeability:**

**Vicki has been in touch with Fife Council. Council can arrange Bikeability training for any volunteers. The staff do not have capacity to take it on. Need to actively seek out volunteers – Lorraine McIlravie has volunteered. Fife can organise PVG forms.**

***Level 1*** *Designed for primary 5 children. The focus is on fun and each of the sessions are delivered in an off road, traffic free setting – typically a playground.*

***Level 2*** *Designed for primary 6/7 children and is the core level of the programme. The focus is on making short journeys on quieter roads, with an emphasis on signalling and observation.*

***Level 3*** *Aimed at primary 7 pupils, and is sometimes delivered in early secondary school. Planning a journey and the use of more challenging routes are the main focus of sessions.*

**Walking Bus:** Looking for volunteers where one or two adults walk a group of children safely to/from school.

**Walk to School Week: 16 – 24 May 2024**The JRSO (Junior Road Safety Officers) in school will be promoting this – cycle to school, keeping safe in dark, safe place to park.

**Safer Routes to Schools:** Cllrs sent us outcome for concern at Barclay Road – even though there wasn’t a pavement there were low number of cars and visibility was sufficient.

**School Travel Plan:** Lynne asked if there was any follow up Queens Crescent- outcome from her walk round some time back was to action some safety measures such as yellow safe place to cross box. Action – CW to organize meeting with Marta

**School Request for Volunteers: please socialize widely**

* 1. **Healthy Tuck Shop**
  2. **Painting School Benches**
  3. **Weeding & Planting / Allotment**
  4. **Numeracy Activities**
  5. **Literacy Activities**
  6. **Lunchtime Art/Craft Activities**
  7. **Librarian**

Chess in communities and schools – school in agreement to a chess club.

**Future Parent Council Events:**

**Preloved Uniform Table Top Event:** Tuesday 10 October 2023 from 9am – 12noon. Volunteers required. Community Centre is providing space, tea/coffee for parents and toys for the kids. Also a Halloween fancy dress swap. Louise has five bags of uniform from school in addition to what is in the cupboard.

**Halloween Movie Night:** Proposed as an alternative to a Christmas fundraiser in order to spread out financial asks a little more.

**World Book Day:** [**https://www.worldbookday.com/books/**](https://www.worldbookday.com/books/)

To be discussed at next meeting: School did benefit financially from last year’s book fair. However, concern has been raised by parents regarding the cost of the current Scholastic Book fayre along with issues of sustainability in promoting the purchase of new books. Can we consider alternatives which address these issues and ensure that any fundraising gap is filled. How much do they usually make? What activities might be an alternative to new books and dressing up?

**Spring Fayre:** Looking for volunteers to take this on as a sub-committee.

**Update from School:   
School improvement plan**:

* It focuses on literacy as this was an area for improvement in last attainment study. Pre-covid there were many more helpers and would like to encourage them back in to school. There used to be many to assist with reading, playing games, etc.
* Equally school wants to explore what can be supported at home to benefit children’s learning. P1 curriculum learning workshop in September to enable understanding and involvement in children’s learning at home.

**Literacy improvement ideas:**

* Suggestion to have community pen pals/ write postcards to help with literacy.
* Cllr Leslie advised that Education Scrutiny committee examined Improvement plan for next 3 years, which then goes to cabinet and then Scottish government. Gives overview of key challenges education faces in Fife. Paper is available on Council’s website. Action: Cllr Leslie to circulate
* Laura offered suggestions to assist with digital literacy such as scanners in ipads, Clickr, Laura to circulate. There is a fund to better libraries by St Andrews university. Great impact of this fund on Castlehill. Action: Laura to apply for fund. Action: Laura and Lorraine to help improve school library.

**Outdoor learning** – some staff have had training in new natural connections which is a structured outdoor learning programme. Keen to get more use of the loose parts in the container.

Next meeting:

20th November 2023

7pm – AGM

8pm – PC meeting