**Lawhead Parent Council**

**Minutes from the EGM of 25/01/21**

**1. Welcome and apologies**

Present:

Kate Duff, Donna Bain, Marije Sneddon, Sarah Donald, Emma Allan, Lucy Scott, Cathy Taylor, Sarah Kay, Dawn Pemberton-Hislop, Melanie Dobbie, Nicola Steven, Brian Thomson, Ozge Senay, Laura Sinclair, Sandra Wahl, Heather Lewis, Liz Peacock, Leanne Messenger, Rachel Deagan, Giorgos Minas

Apologies: Amy Niven, Pam Robinson, Diane Palmer

**2. Minutes from previous meeting 23/11/20**

Approved

**3. Constitution**

During the last meeting, the constitution changes were agreed by the members with the exception of needing to check on the roles of the co-opted members and voting rights. We have now taken advice from Connect and updated the constitution with a brief summary of the role of a co-opted / staff member and to confirm that only parent members of the council will have a right to vote. The final constitution was shared earlier on the Facebook page and all members voted to approve these changes.

**4. Membership update**

Further to the last meeting and subsequent posts on Facebook from Amy, we have been extremely fortunate to have received a lot of interest from parents who were keen to become members of the Parent Council, which we are very grateful for as it is certainly not a situation we have found ourselves in before.

Per our constitution we only have a couple of spaces available for new members at this time and collectively it was agreed that it was best to gain coverage throughout the school. As the lower end of the school is well represented the decision was made to appoint Dawn Permberton-Hislop (P4 & P2) and Sandra Wahl (P7).

We have spoken to all interested parties, all of whom were very happy to either come on board in a formal or informal capacity helping out where they can, which is fantastic and for which we are grateful. A few specifics, whilst we are very grateful for help in any area

* Liz Peacock is kindly going to help us look into available grants and programmes that may be suitable for us to apply for / engage with.
* Melati Cox is going to help out Cathy and the outdoor learning team
* Theresa Ring, Melanie Dobie and Nicola Steven are hopefully going to be assisting with fundraising efforts

Formally proposing and seconding of both Sandra and Dawn onto the Council:

* Sandra – propose MS, second SK
* Dawn – propose LS, second LS

**5. School update**:

Remote Learning: Guide issued to all families on Thursday 7 th January outlining our remote learning provision (on website, app and emailed). Currently being reviewed with a few

small adjustments. Very high engagement( W/b 11 th January – 94% and w/b 18 th January – 96%). Ozge asked how this is measured to which Mrs Bain explained that students who register attendance or take part in two activities in the week classify as high engagement.

No further update on re-opening of schools beyond latest announcement of mid-

February.

Keyworker and vulnerable pupils are educated in school. Average across Fife is 10% of pupils attending each day and this is reflected at Lawhead. Teaching staff are on a two-week rotation.

Learning Partnership:

Was scheduled for Wednesday 27 th January – postponed. New date to be confirmed.

P7 Transition:

Virtual chat with P7 and Madras staff had been scheduled for Thursday 21st January – cancelled.

Mr Wishart DHT at Madras will be sending information out for P7’s shortly, planning a series of Q and A videos with Madras staff and a questionnaire for language choices will be sent to each P7 student.

Nursery and P1 Enrolments:

Nursery deadline is end of January and P1 is mid-February. All applications online this year. Links were shared on Friday’s newsletter.

Agile Recovery Plan For Session 2020-21:

Will be reviewed at the February Inset Day with staff. Targets and priorities may be adjusted to reflect school closure and remote learning period.

Education Manager:

Sarah Else has replaced Rona Weir as EM for the Madras cluster. She took on the role from 6th January ‘21.

Learning Overviews:

Following feedback from the Parent Council an overview of main learning themes for each class will be shared this week. Overview for January-February to be sent out this week and another planned for after the February break for February-March.

This will be emailed out on Group Call and shared on the website.

Website:

Lots of work undertaken to ensure the website is useful to parents. Will keep adding resources to support during remote learning. Literacy/Reading will be added this week.

**6. Online Champion**

Laura S gave a short update on this. She had received various questions in the beginning of lockdown mainly about passwords for which parents need to contact teachers. She will put a post on the Facebook page again soon to remind people of the help she can give with all things related to technology during this time of online learning.

**7. Grant update**

**Technology**:

Lucy S. gave an update on grants for technology: to fund 12 laptops at £444.73 per laptop we are aiming for £5336.76.

All My Own Work raised £581.24 and Halloween dress up day raised £342.74

The Bell Fund/Good Templar Fund initially awarded us £1935.17 but they came back to us saying that this money was spent already. However, the same lady was able to give us £2000 from the Local Community Planning Budget. Together with £500 from St. Andrews Settlement Trust which gives us £2500 in grants.

Total raised: £3,423.98

We will hear from St Andrews Community Trust on or after 4th Feb if we are successful with our application. If we are unsuccessful we will seek other avenues to further raise £1912.78

Amy - Outdoor Fundraiser: school wide aim (including nursery). Getting the children to run from ‘Lands End to John O’Groats’ - collectively, track on the map how far they go, do in PE time, do laps around the playground safely. Sponsorships per family potentially through the Gofundme page or through BACS. Grateful that teachers are happy to be involved in this.

**8. Go Fund me Update**

Sarah K gave a short update. Page is set up and we can amend the target as we get grants from elsewhere. Parents can also use BACS payment if they would rather do so but there is no pressure or obligation on either front.

**9. Treasurer Update by CT:**

The bank balance as at 25th January is £4,712.12. This includes the £2500 from the two technology grants we have been successful with to date. We are awaiting decisions on the one remaining technology grant and the various outdoor learning grants we have applied for.

**10. Council Update by Cllr Brian Thomson:**

No updates with immediate effect to Lawhead School. But things that might be of interest to the school community are that Madras is on target to complete the building work before the summer holidays.

The Toucan crossing on Hepburn Gardens is active, the one on Buchanan Gardens has a mechanical issue that will be solved soon and be in use thereafter.

The start to the update of the path in the Lade Braes is delayed.

Budget setting meeting for Fife Council is in February which will show how much (or little) Fife Council will spend on Education.

**11. AOB**

General note on fundraising: obviously with the current situation it is tough to do much. We have the outdoor sponsorship fundraiser activity planned which Amy had put forward in the last meeting, due to take place when we returned in January and will hopefully take place when we are all safely back in school.

We had also spoken briefly with Mrs Bain about the idea of doing ‘enterprise challenges’ within the classes, giving the pupils some responsibility to come up with different ideas which we will look to develop with Mrs Bain and Mrs Allan.

Will also plan to do another online social for kids / parents after the success of Duncan’s Christmas one.

Ozge asked if there was anything that the Parent Council or Brian Thompson as cllr could do to get teachers vaccinated. The response is that we have to follow Government guidelines and there is no priority for teachers. Thanks for your concern Ozge.

Giorgos acknowledged the improvement of input from the school compared to the last lockdown and makes it clear he appreciates the work the teacher puts in. He comments on the online learning provision and asked if there could be more live-lesson input and added that the feedback is comprehensive, but therefore taking up a lot of the teachers time perhaps this is not necessary as such. The response from Mrs Bain is that live-sessions are on a voluntary basis and feedback can only be given in writing, whereas in the classroom you can give quick oral feedback in addition to written feedback.

**Date next meeting**: Mon 19th April 2021 at 19:30 on Zoom

NB: These minutes are put together with notes from KD, DB, LC and MS as the original minutes got lost.