

Parent Council Meeting Minutes

Date: 28th April 2026, 6pm

Location: Online via Zoom

In attendance:

Co-chairs: Michelle Anderson (MA) and Nuala Watt (NW)

School representatives: Andrew Robson (AR) and Lois Lurinsky (LL)

Council members: Fiona Morrison (FM), Abigail Stein, Paula Fraser, Ishbel McFarlane, Zuzana, Rhian Williams & Elaine Law.

Other:

Melisa Kesmez & Sausan

Apologies: Matt, Noy, Ailsa, Simone, Anna

1. Chair's Business

● Review of Previous Minutes / Updates

- The Chair welcomed the new PC secretary, Fiona Morrison. This action is now complete.
- MA confirmed that PC information has been posted on the School website. MA met with office staff and info session presentations were added to the website.
- The questionnaire which was sent to parents/carers to gather information on info sessions preferences was not very successful. With only 7 responses. It would be useful to find a better way to communicate the questionnaire and increase response rates. Ishbel suggested sharing the questionnaire link via the parent WhatsApp Groups.

Action: MA to ask the School office to circulate a one-off survey invite via groupcall.

Action: Hive subgroup to obtain questionnaire link and disseminate through WhatsApp groups.

- A discussion around various IT options for PC meetings, document storage/sharing and communications highlighted the need for further

investigation. AR confirmed that use of School MSTeams will not be possible.

Action: FM to investigate platforms best suited for PC meetings.

- NW confirmed that Resilience fund action completed, and noted that the school has agreed to share vouchers and fund information on a regular basis
 - AR has confirmed that playgrounds were salted during icy weather. It has been clarified that only the accessible entrance at the nursery is required to be salted. Andrew has brought this up with the Council and the policy will not change.
 - AR has been in discussions regarding the toilets. The council claims that there are sufficient toilets. Toilet numbers include outdoor facilities (which children cannot access during indoor class time) and accessible toilets. This number also doesn't exclude toilets being closed for repair.
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- Update of Office Bearer's roles
 - Secretary appointed
 - Treasurer appointed at previous meeting.

2. Parent Council Events Update

- P1 disco is scheduled for 14th May and will be the last of the discos this session. P1 volunteers have been recruited. Kidnetic will provide music and entertainment.
- Summer Fayre update: Previous volunteers have re-volunteered. Paula has requested help for recruiting more volunteers, sent by email to all parents/carers by the School Office

There is a need for volunteers to organise online raffle ticket sales and raffle prize gathering.

Abigail adds that two PC members are needed to man the Bouncy Castle. FM has volunteered for this.

Action: Abigail to add FM to Summer Fayre role allocation.

Action: All PC members to ask potential volunteers to email hillheadprimarysummerfayre@gmail.com

- P1 Induction Preloved uniform stall: Andrew confirms Friday 19th June is suitable. Ishbel has suggested a poster for Kelvingrove nursery

Action: MA/FM to create and print poster for nursery

3. School Update

- AR thanked Fiona and Jennifer for taking PC roles
- AR reiterates that the School office can send out PC comms.
- AR recaps on School Activities this term
 - British Science Week - SWAY sent to all parents
 - STEM nation awards - professionals invited to see the work which contributed to the Award.
 - World Book Day was successful and P4 visited Waterstones
 - The pilot of the P3 Glasgow University Media project was enjoyed by the pupils. A Showcase of their work will be presented in Kelvinhall on 13th May
 - The Upper school show was a hugely successful performance
 - The ongoing Scottish ballet residential pilot with p5 pupil workshops and performance based on 'Diversity'
 - The p2/3 PC disco was very successful. AR thanked all PC members for their efforts.
 - P5 Tiako drumming came into the school and performed in Kibble Palace. P1 pupils took part in origami workshops.
 - Rangers FC promoted anti-racism via class workshops
 - Eid picnics were enjoyed by pupils
 - Musicality worked with P1 pupils
 - Class photos were taken with a plain background (the preferred option voted for by parents/carers)
 - Parents evening asked for parents to vote on the School's new fifth value. The winner will be shared with the School Community soon. This value is to be established for 2026/27 session

- AR reported on current and future School activities
 - Sports days are taking place currently
 - P5 and P6 swimming lesson groups continue. The process of moving the lessons from p7 to p5 is almost complete as next year will be p5 only lessons
 - Ardentinny trip for p7s approaching
 - Summer trips scheduled for all levels
 - P7 transition days for moving onto Secondary School will be soon.
 - New P1 induction sessions

Action: Parent Council to prepare for stall at P1 Induction event on 19th June

- P3 Determined to Dance Parent Showcase is scheduled for 13th June (am)
- Morgan Stanley continue working in STEM with p5/p6 after school coding club
- p4/5 Show theme is Glasgow 850 and the performance taking place this term
- Parent Council Summer Fayre will be on the 6th June
- P7 Leavers events will be held at end of term

4. PC Sub-group Updates

- NW notes that there are no updates from these groups

5. AOB

- Lost Property items

MA suggests clarification on the policy for collecting lost property items would be useful as many parents/carers do not know how/when to collect items. It is suggested that as the school invites parents to collect lost property twice a year, many parents do not realise they can collect at anytime.

AR confirms there is a Lost Property area at the social space (Riverside Playground) and that any items with a name on them will be returned to the pupil. Unnamed items will be laundered and added to lost property. Unclaimed jackets and shoes are given to the Apparel Exchange. Items are kept for 2-3 terms before being handed over to Apparel Exchange.

Action: FM/MA to investigate advertising the permanent area for collecting lost property on website and communications.

MA suggests that as there is so much preloved uniform under the stairs, it would be useful to have a pop-up shop where parents/carers can come to collect anything their child might need (and not only at parents evenings). MA reports on the recently created order form where parents can complete the form and send it to PC and arrange collection (donation optional).

Action: FM/MA to readvertise pre-loved uniform form and investigate possibility of a frequent pop-up swap shop.

- Changes to lunch menu

AR acknowledges late changes in the lunch menu due to gas issues. AR raised the issue with the council. Boiler room repairs were carried out during Spring holiday, and the issue will be monitored. AR realises that the concerns and frustrations are felt across the community.

Action: AR to communicate information to the full School Community as there is a resolution to the gas in the kitchen.

- Maintenance, cleaning and environmental concerns

MA expresses concerns that issues with cleaning have not been addressed. AR notes that he spends a large amount of time contacting GCC about these concerns. The council have confirmed that budget constraints mean repairs/maintenance are restricted to wind/water tight issues. Everything else would go through many other stages of assessment. AR expresses frustration over issues with rats and noted that the fabric of the building has contributed to the issue.

Action: AR/LL to confirm date of next meeting

Summary of Actions

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- Hive subgroup to obtain questionnaire link and disseminate through WhatsApp groups.
- FM to investigate platforms best suited for PC meetings.
- Abigail to add FM to Summer Fayre role allocation.
- All PC members to ask potential volunteers to email hillheadprimarysummerfayre@gmail.com
- MA/FM to create and print poster for nursery
- Parent Council to prepare for stall at P1 Induction event on 19th June
- FM/MA to investigate advertising the permanent area for collecting lost property on website and communications.
- FM/MA to readvertise pre-loved uniform form and investigate possibility of a frequent pop-up swap shop.
- AR to communicate information to the full School Community as there is a resolution to the gas in the kitchen.
- AR/LL to confirm date of next meeting