Online Meeting - Keiss School Parent Teacher Council.

Date – 15/06/20 – 1930hrs

Minutes recorded by Lara Campbell in Treasa Hamilton’s absence.

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Present – Lara Campbell, Kayleigh MacDougall, Mr Thomson, Lor Anderson, Kirsty Laverty, Gayle Ross, Karen Begg, Nadine Coghill, Vikki Mackay, Laura Breeze

Apologies – Treasa Hamilton, Lorraine Sutherland, Carla Taylor

Kayleigh asked everyone to introduce themselves to Mr Thomson.

Agenda -

* **Previous minutes** proposed and seconded by Gayle Ross and Vikki Mackay respectively.
* **Treasurer’s Report** – Balance is £5251.40; brief summary of money in/out; no real spending planned this term – would normally have had sports day.
* **Mr Thomson** – Funding for pupil support; no note of money being allocated to Keiss at present; Mr Thomson will clarify with Highland council (HC). There are a number of children in need of the additional support. Mrs Bain still to be in place in school. Mr Thomson will liaise with teachers and Mrs Bain in regards to this.
* **P7s Dalguise PGL Trip** – money has been moved to next year’s trip; currently working with PGL to recoup the money and looking to have money returned to parents. Will wait for HC to come back with decision. Cost was over £400 per child; money also came from Beatrice Wind FARM SSE and Stroupster Wind Farm.
* **How will the school look in August?** Plan is changing every day; speaking to colleagues in HC; Mr Thomson was in school last week carrying out capacity assessments to determine the number of children permitted in each class in line with covid-19 guidance and social distancing. Each class has 24 pupils; looking to have half the school pupils in at one time; Red Deer – 13 pupils; Golden Eagles – 12; initial plan is 2 PODS – POD A and POD B.

**Siblings** will be in the same pod so in the school at the same time; timings of the day; regarding access and exit; Red Deer to use rear fire door at rear of school; children will line up for the bell there too; Golden Eagles to use fire door at opposite side of school leading into toilets and changing area next to unused classroom. Proposed time would be 0900 - 1400hrs (might change).

**Looking at school transport** - children who get the bus to school – capacity assessment for the bus too; 20% of the children in the bus at one time; the way that the children have been allocated to the Pods will allow them to get the bus to school as normal; this is subject to change.

**Break-time/Tuck** – there will be staggered break-times for each pod; Mrs Bain is on board with this and will supervise breaks.

**Lunches** – unsure how this will look at the moment; open to suggestions; as teachers and all staff need a break; lunches are different re the supervision of the children; how can we supervise them? Possibility of parent helpers who are PVG checked to come into school and help with this. Potential of having a rotational bank of parent volunteers who can help out. Would assist with childcare if children get as full a day as possible in school; Mrs Bain could do one lunch; parents could assist with other days’ looking to have staggered lunches. Mr Thomson going to speak to Mrs Jack about this too. Mr Thomson asked if volunteers could email him directly.

**Fortnightly Pattern** – looking to have half the children in each class in the school at one time; Monday 11/08/20 is a holiday; Tuesday 12/08/20 is an in-service day; so first day back will be Wednesday 13/08/20.

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| POD A – Red Deer and Golden Eagles  | POD B – Red Deer and Golden Eagles  |
| Week 1 – Monday, Tuesday and Wednesday | Week 1 – Thursday & Friday |
| Week 2 – Thursday & Friday  | Week 2 – Monday, Tuesday & Wednesday |

Once the pattern is up and running; this would mean that children would have 5 days in school in succession (with the weekend). No plans at this time to have the Wednesday as a ‘deep clean’ day; cleaners will be in every night cleaning.

Gayle asked if it would take the pressure off if pods did 2.5 days and the pods would swap in and out on a Wednesday; Mr Thomson advised that there would be a cleaning issue and that the Pods A & B were not allowed to be in the school at the same time. Gayle also asked what about all pods having a 2 day week and no children being in on a Wednesday; this might help teachers; Mr Thomson advised that this would affect part-time teachers.

Gayle also asked if there was a chance that Keiss School would get a probationer and that would decreased the size of the pod; the proposed pod size is double the size of the proposed bubble of 7 that we were told last week by chairperson in meeting last week. Mr Thomson stated that he has yet to submit his proposal to HC; he is keen to explore the patterns to allow the children to come into the school. Question re Bower; can all of the pupils be in school at the same time? Potentially yes due to smaller number of pupils.

**Uniform** – Mr Thomson is happy to relax school uniform policy during this time; open to suggestions; general consensus is to maintain a uniform t-shirt and/or jumper and any plain green or white t-shirt and jumpers (no branded clothing); bottom half does not have to be school uniform.

**Days/Time of school** – 0900-1400hrs proposed; Mr Thomson is looking to identify gaps in learning and to finish assessment; data will target gaps in learning. In school learning and home learning named as ‘Blended Learning’. Literacy, numeracy and health & wellbeing being key curriculum; particularly Health & Wellbeing as the current situation will have had and continue to have a massive impact on children and families. Remote learning at home will be engaging; New P1s – staff will have to think about how to tackle their learning from the start also handling the support for children with additional needs.

**Nursery** – at present there is no assessment in place; waiting to advice from government and then will develop a plan with HC to come up with a safe return for nursery children. Challenges regarding social distancing with younger children which goes against early years play; will have to really think about it. New nursery building not ready; currently three weeks behind schedule; can use the old building if required.

Karen asked if Nursery staff would be used in school in nursery not open. Mr Thomson is hoping that this will not be the case. To be confirmed.

Karen asked if siblings would be in family pods – yes – all siblings to be in the same pod and there will be other same age children in the pods.

Mr Thomson advised that Red Deer would be made in to the Pods by – one pod would be P1 & P2 and other Pod would be P3. Golden Eagles would have all years in both pods.

The P4S would still be split between Red Deer and Golden Eagles.

Vikki Mackay asked re pick up and drop off – siblings would be in the same pod (A or B) and pick up time/drop off would be the same – if Mr Thomson’s proposed model is accepted by HC.

Kirsty asked about support for the P7s going up to Wick High school – Mr Thomson has contacted Mr Mackenzie head on 1st year; he has recommended that all Keiss children are kept together in the same class; there will be a rural classroom set up for P7s to help them and support them in the transition.

Nadine asked – will the proposed plans be agreed before the end of this term? Mr Thomson advised that he was hopeful of this. His intention is to have the plan in place before the end of term.

* **Smartie Tube Fundraiser** – agreed that this is completed – if any money is handed in this can be banked but no more requests or information about it to be shared with parents via Seesaw.

Chairperson asked for this to be proposed and seconded; Gayle Ross and Lara Campbell did respectively.

* **Swap Shop** – Lara’s idea; looking to run it from her garage; with safe drop off and collections; Lara will create a group on Facebook inviting parents to take part. Suggested that each family can donate £5 from household regardless of number of children. Chairperson asked for this to be proposed and seconded; Gayle Ross and Nadine Coghill respectively.
* **A.O.A.B** –

Suggestion of lucky squares/raffle to win prize; or Tesco voucher – consensus to give parents a break from fundraising. Some money will be raised via the Swap shop hopefully.

P7s – calculators and stationary has been bought; Mr Thomson is planning a virtual P7s leaving assembly on the last day of term; some other end of year awards to go out too; Gayle suggested that PTC buy the P7s a Box in a Balloon which can be delivered to their home addresses with their calculators and stationary. Meeting agreed that this would be a great idea; balloons are £10 each; Gayle will contact KG Events. Kayleigh spent £32 on the calculators and stationary.

Mr Thomson has asked for everyone’s email addresses so that he can contact direct and keep us all updated with his plans in school and PODS etc. His email is fraser.thomson@highland.gov.uk

All staff will be in school next week to start decluttering and setting up classrooms. There will be a sports week on Seesaw as the children will be missing sports day and the P7s PGL trip.

**Next meeting – Monday 29th June at 7pm on google hangouts.**

**2030hrs Meeting closed by chairperson.**