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Elderbank Primary School and Early Years  
Parent and Teachers Association  
Minutes of the Parent Council Meeting

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Date: Tuesday 20<sup>th</sup> February 2018

Time: 7pm

Location: Elderbank Primary School

Minute Taker: Tracy Ferguson

Attendees:

Elaine McNeil	Louisa Findlay	Gwen Lusk	Tracy Ferguson
Jemma Campbell	Irene McGovern	Anne Speirs	Linda Speirs
Irene Stitt	Kelly Marshall	Jenni Nicoll	Miss Robertson
Mr Caldwell	Mrs MacFarlane	Mrs Bain	Mr Strang
Mrs Carruthers	Mrs White	Mrs McRae	

### **Agenda Items**

#### **1. Approval of Minutes**

Minutes of meeting on 16<sup>th</sup> January 2018 approved and available on the school website.

#### **2. Treasurers Report**

The bank currently sits at 1176.70 – no change from last meeting.

#### **3. Head Teachers Report**

- Miss Robertson
  - The work highlighted at the last meeting is ongoing.
  - In response to the newspaper article and Facebook comments regarding the lollypop person, the communications team have suggested Mr Campbell (Facilities Manager) attend the next Parent Council meeting.
  - Due to staffing issues and to provide stability for the children, Miss Rose's class have been integrated in to other classes. All parents of affected children in Miss Rose's class have been notified. This change will provide the children with consistency for the rest of the school year.
- School Improvement Plan update (Mrs White)
  - Target setting working group established. Started with writing and will introduce numeracy and Health and Wellbeing, which will involve parents. The aim of the initiative is to promote ownership for the children and to give parents an insight in to their learning. A target sheets with instructions will be sent home and parents are encourage to work through it with the children.

- Staff are training with the Professional Learning Academy (PLA) to develop knowledge and skills in phonological awareness that will be used in Early Years (EY) and P1. The aim is to develop skills that children will take through from EY to P1 and beyond. The general approach uses syllables and clapping skills to break down phonics. Staff are engaged in continuous development in this area.
- School Improvement Plan update (Mrs MacFarlane)
  - The main focus is to raise awareness of literacy. The BIG TALK initiative is underway and aimed at promoting discussion - the teacher will send out BIG TALK homework to encourage talk at home. This approach will help children prepare for creative activities by developing ideas out of school as opposed to having to think of an idea 'on the spot', this will allow the children to focus on sentence structure, punctuation etc. Mrs MacFarlane and other teachers are available to offer support if required.
- School Improvement Plan update (Mrs Carruthers)
  - Make and taste session have been rolled out with children and parents where they can create and make recipes.
  - PEEP sessions are underway. Interactive sessions for parent and grandparents to help develop skills for life.
  - The Incredible Years is an initiative that focusses on parental behaviour management skills.
  - Phase 2 of the outdoor garden project will be getting underway and volunteer helpers would be appreciated. The focus is on maintaining the garden and taking it forward using real tools.
  - The PLS have been providing numeracy framework training.
  - The transition programme to P1 is underway with all children taking art in play and stay sessions.
- School Improvement Plan update (Mrs McRae)
  - Health and Wellbeing work is currently involving the educational psychologist with the aim of developing resilience and a positive mindset towards school work, and the 'I can' attitude.
  - The ICR pack resource was demonstrated, which will help to develop emotional and social skills for all year groups.
  - The Kit Bag was demonstrated, which will be used as and when required by small groups of older children, although it is available for all teachers across all year groups.
  - Mood Cards were demonstrated, which is a resource that helps children and teachers to recognise feelings.
  - Focus groups with pupils have taken place to assess and gauge where resilience is. P7 used cups for privately identifying their emotions and teachers can use this to review and discuss.
  - Next steps - share all work with all teachers across the school.
- School Improvement Plan update (Mr Strang)
  - Rebound therapy is going well
  - B Squared programme to profile autism is underway. This is a resource that breaks down the umbrella term 'autism' into the individual specific needs of the children.

- School Improvement Plan update (Mrs Bain)
  - Ongoing work to develop teachers professional judgement
  - The Teacher Learning Community is being developed with the school and will roll out across the cluster with rich tasks across the curriculum areas, linked to real life where pupils evidence how to put learned skills in to practice.
  - Looking at rich assessment tasks for numeracy and technology with the aim of moving away from the one assessment fits all model. Pull in other topics i.e. literacy, pollution, ICT.
  - Roll out literacy first and moderate in cluster then the school will take forward.
  
- Pupil Equity Fund (Miss Robertson)
  - North Ayrshire Council local authority is a challenge authority making the school eligible for Pupil Equity Fund (PEF) funding.
  - The biggest project was the PLA.
  - Under 'Nurture' the schools Rainbow Room promoted social and wellbeing as an early intervention in P1 – P3 with the aim of raising attainment.
  - Last year's funding was £193,200 and the school had autonomy to spend this funding, therefore parental consultation was key. With numeracy and literacy as key themes, a yellow sheet has been sent home to consult with parent for next year's funding plan. Parents are encourage to complete this with their children and return to the school.
  - Last year the funding went towards a principle teacher post, iPads in all classrooms, Evisense, B Squared, Rebound Therapy and Training, PECS, cluster collaboration for cluster transition, area inclusion officers, family learning teacher, summer and holiday programme, building capacity with parent.
  - PEF is guaranteed funding that will be available every year for the lifetime of the current Government.
  - The funding cannot be used for capital programmes, but can be used to develop the playgrounds.

#### **4. Survey (Tracy Ferguson)**

- There were 84 respondents – thank you to everyone who took the time to complete the survey. The results are -
- Q1 - 79% of people would like to attend a meeting and 21% of people said no, they would not attend a meeting.
- Q2 – The majority of the 21% who would not attend, were unable due to work and family commitments.
- Q3 – Most people would prefer meeting in the evenings, but there was an almost equal response across Monday, Tuesday, Wednesday and Thursday evenings.
- Q4 – The majority of respondents would prefer the meetings to be held in the school.
- Q5 – There was no additional feedback that had not been given elsewhere in the survey. A large number of respondents used this question to thank the Parent Council for the work that is carried out, which benefits all children in the school.

## 5. Events

It was agreed that fund raising meetings will be held separately to the aren't Council meetings as teaching staff are not required to attend. Going forward, Parent Council meetings will be held for school updates and to seek agreement from the Head Teacher for any fundraising events that have been worked on by the fundraising sub-group.

<b>ACTIONS</b>	
Parent Council	Arrange first fundraising sub-group meeting

## 6. Any Other Business

- Hall Lets

As a result of the survey the school will remain the location for Parent Council meetings, however having found a hall lets concession price list, the Parent Council will contact NAC to see if the current lets price of £42 per hour can be reduced to the volunteer/ adult meeting rate of £6-£12

<b>ACTIONS</b>	
Parent Council	Contact NAC Hall Lets

## 7. Date of Next Meeting

Thursday 15<sup>th</sup> March 2018 at 7pm