

Minutes of Eastfield Primary School Parent Council meeting

12th November 2019

Location - Eastfield Primary School

The meeting was called to order by Catriona McLaughlan at 1900hrs

Attendance & Apologies

In Attendance:

Catriona McLaughlan	CM	Chairperson
Adelle Carroll	AC	Vice chairperson
Frances McLaughlan	FM	Treasurer
Diane McNaughton	DM	Secretary
Suzanne Breakell	SB	Provisions secretary
Laura Russell	LR	Parent Council member
Karen McMillan	KM	Parent Council member
Stella Pytharouli	SP	Parent Council member
Linzi Wright	LW	Parent Council member
Donna Holmes	DH	Parent Council member
Carrie Ewens	CE	Parent Council member
Lesley McPhee	LMP	Headteacher
Craig Barnstable	CB	NLC Continuous Improvement Officer

Apologies:

Adeeba Ahmad	AA	Parent Council member
Jenn McGowan	JMG	Provisions secretary
Lyndsay Brolly	LB	Parent Council member
Caroline Tulloch	CT	Parent Council member

Welcome

CM extended a warm welcome to all in attendance and introduced CB Who holds the position of Continuous Improvement Officer at North Lanarkshire Council.

Treasurers report

Halloween Discos

234 pupils had attended the discos giving a total of £702 income with approximately £567 profit.

Over the last month there were outgoings of £4130 which included donations of iPads and outdoor equipment to the school leaving a balance of approx. £2850.

Disclosure Scotland and PVG

7 members of the PC hold some sort of PVG license. Those who are currently not approved to work within Eastfield Primary School have agreed to apply to Disclosure Scotland for a bolt-on at a cost of £16 each to cover work within the school. DM currently not a member of the PVG scheme and will apply. FM will coordinate applications.

Signatories

Signatories on the PC bank account have not been updated yet.

Secretary's report (DM)

Previous meetings minutes

Minutes from the previous PC meeting held on the were approved by all in attendance.

Correspondence

No correspondence had been received since last meeting

DM had prepared and issued a newsletter to all teachers outlining the donations that had been made to the school this year.

Twitter Account

DM had prepared a Twitter account that was ready to go live upon approval by PC members. The account was to remain private and all followers would require approval by either DM or CM who would manage the account jointly. DM planned to prepare and issue a Newsflash for all parents publicising the account.

Christmas Card Fundraiser

The PC were in the process of collecting orders for Christmas cards and gifts. 120 orders had been received so far with 2 collection days to go. DM noted that this year orders had been very slow in comparison to the previous year and that a significant number of orders had been passed from parents to the school office which they had been explicitly asked not to do.

PC Secretarial/Comms secretarial roles

DM reiterated that if anyone could spare some time and was interested in helping in any secretarial capacity it would be appreciated and to please contact her or CM to discuss further.

Headteachers Report (LMP)

Baby Bank collection

LMP extended a huge thank you to all who donated to the recent collection for Cumbernauld and Kilsyth Baby Bank.

Pupil voice Groups

All 340 children within the school had been split into groups each with a specific focus of making improvements to one particular area within the school. For example, a group of children focusing on improving Health and Safety were taking parking issues within the school car park where there have been numerous safety concerns in recent months.

Other pupil focus groups included a How Good is Our School and a Rights Respecting group.

Janitorial provisions

A new permanent School Support Office had been appointed to take care of Janitorial responsibilities within the school.

Teacher training

On the upcoming November in service days teachers were planning to meet with clusters of other schools with a view to identifying successful learning and implementing it within the school. Improvements were to focus on maths.

Donations

CM presented LMP with a cheque for £1000 to go towards outdoor play equipment and a cheque for £2822.22 for the purchase of iPad mini 5s and screen protectors. CM asked if LMP could keep the PC updated as to what the outdoor play money would be used for and also stated that the PC hoped to donate a further £2000 towards the provision of outdoor equipment.

SB reiterated that she would like to see better provision of play equipment in the main playground stating that there were only a couple of paintings on the ground in the P1/2 area currently and one area with outdated play equipment. A balance of forest school and playground equipment should be considered.

In response to the PC donation of iPads the school had been able to secure £1800 towards the purchase of additional iPads through NLC. In total the school were hoping to secure over 200 iPad mini 5 machines. Gill Woodward a Continuous Improvement officer with a specialist interest in ICT within schools was going to advise the LMP on how best to utilize these for maximum benefit to the pupils.

LMP advised that Eastfield Primary would like to apply for a Digital School Award in the future and noted that the staff of the school were very grateful for all donations made.

Food for thought

Mr Miller had secured a Food for Thought grant for £1800 which would be used to establish a community café

Knife incident

LMP briefly explained that on the walk home from school a pupil from Eastfield Primary school allegedly had in his possession a small pen knife that he had been encouraged by his peers to show them. School management had been alerted of this occurrence the same evening and the matter was dealt with appropriately in a timely manner following the correct procedures.

The incident was dealt with following the North Lanarkshire Schools Weapons policy. Briefly, police were contacted on 101 by the school for advice and it was ascertained that there was no immediate threat of danger. As such the parents of the pupil in question were asked to bring the child into school for a meeting first thing the following morning to firstly verify if such an incident had taken place, ascertain whether the knife had been brought into school and take

appropriate action. The knife was not in the possession of the child at the time however they had had it in their possession the previous day and although had never removed it from their bag had shown it to their peers on the walk home from school. The knife was recovered by police and the incident was dealt with appropriately in line with the weapons policy. Further details remain confidential.

Despite the incident being dealt with quickly and in full accordance with current protocols several parents had acted inappropriately with regard to reporting and allowing the school to deal with the incident.

- LMP highlighted that social media had been used in an inappropriate manner to publicise the occurrence and had inappropriately escalated the incident.
- LMP explained that a parent who wished to report this incident had contacted the school after hours and left a voice message however as this was after hours this was not picked up until the following day. A parent had also used social media to try to contact staff.
- A teacher's parent had been directly contacted regarding the incident and asked to contact staff.
- A parent had contacted the police to report that there was a threat of immediate danger. Specially trained officers were subsequently but unnecessarily deployed to the school wasting police time and resources.
- A number of parents and their children arrived at the school office the morning following the incident demanding to talk to management regarding the alleged incident. LMP pointed out that the safest place for any pupil of the school would've been in their class room whilst the pupil in question was being interviewed. Parents were also hampering the investigation by demanding to talk with management who were dealing with the matter at that time.

LMP advised parents that in a similar situation to contact the school appropriately via email or telephone at 8.30am the following morning when the office would be staffed. She advised parents not to use Social media to publicise events like this or to contact the school. LMP also asked parents to trust that such matters would always be dealt with quickly and appropriately following correct procedures.

Since the incident LMP has met with Continuous Improvement Officers from NLC who are happy that the school dealt with the incident efficiently and appropriately.

Forthcoming events

Summer Fete

SB has booked inflatables for the Summer Fete. A balloon person is still required. DM advised that we begin planning for the raffle in January. FM asked if anyone has any large sweet tins to keep them as they are useful for keeping attraction floats in.

Family quiz night

CM asked if members were in favour of a Family Quiz night in Feb or March next year. Most said they were. 20th March was proposed as a date. CM was to check with Mr Amos if this was suitable. Planning would commence in Jan.

AOB

SB asked when would be appropriate to collect used football strips. Clyde in the Community would leave bins for depositing strips in school which would then be sent to disadvantaged children in Africa. General consensus was that this might be appropriate early in the new year.

FM asked if there was any further update as to the position of Deputy Head Teacher. LMP said that the matter was still ongoing however she hoped to be able provide an update in the very near future.

Next meeting

Tuesday 21st January 2020, 7pm, Eastfield Primary School