**Holy Cross Primary Parent Council Meeting**

**Tuesday 3rd May 2016**

**Present:** Donna Carrigan – Vice Chairperson

Donna Wallace – Secretary

Anne-Marie Maloney - Secretary PTG

Robert O’Donnell – Church Representative

Marie Murphy – Head Teacher

Bernadette Shaw – Acting Depute Head Teacher

**Apologies:** Andrea Kelly – Chairperson

Sharon Quinn – Parent

Marie Lang – Parent

Carey Kearney – Parent

Katrina McKenna – Teacher

1. Welcome – Mrs Carrigan opened the meeting by asking if the previous meeting minutes were agreed by all, these were agreed. Mrs Wallace asked if the school can purchase Dinosaur Chess to be put on pc’s, this is free but there is a charge if we put them on the I Pads.
2. Mrs Murphy then spoke on her report. Parent Questionnaire issued at Parent’s Evening had been collated and there was a good response with mixed comments, Primary 4H information was still to be added when their re arranged appointments take place on 11th & 12th May.

Learning Festival - 18th & 19th May, there are parent workshops and a letter has been issued to give parents the opportunity to attend.

CEM Assessment – these have to be submitted by the end of May, there are still lots of pupils to be assessed. This information is then collected by NLC and any issues Mrs Murphy would then contact parents.

Staffing – Mrs Murphy informed everyone that Primary 1’s for next year had still to be completely confirmed but there may be a chance of composite classes. This is the first year that we have not had any composite classes. Staffing numbers can be affected if in take in Primary 1 over the new few year’s decreases. Miss Fitzgerald, probation teacher, will be joining us again in August.

Nursery – Mrs Murphy asked if anyone knew of any children that still had to be enrolled if they could ask around as our intake will drop slightly from previous years which could affect staffing ratio.

Budget Savings – Classroom Assistant hours from August will remain the same although some staff may be change due to length of service. Clerical Staff – 20hrs will be lost in the office, as yet we do not know which staff will be affected. This will have an impact on the daily work load that is carried out by the office staff.

Improvement Plan – time has been allocated on the In Service day to update. Maths workshops for parents may be introduced next session.

1. Mrs Wallace had asked about the wi fi in the school as she was thought it was quite slow, Mrs Shaw said it was fine when she was doing assessments earlier in the month. NLC IT Dept is looking at increasing the speed of the wi fi to enable faster connection.

Mrs Wallace then spoke about the parent consultation feedback. There had been a good response about parent helpers for the disco. Another letter will be sent out to ask for fund raising ideas etc. and see what response comes back as they we would like more people to be involved.

The Parent Council is essential to keep parents updated on school issues, add any items to the agenda and come along to any meetings to discuss any issues they have. The Open Evening held in September was very well attended and gave parents the opportunity to ask questions.

Pupil Issues – some parents had been asking why the pupils could not access the school building before 8.50am. Due to health and safety and that staff do not start until 9.00am they cannot be unattended in the school building. The pupils in the Breakfast Club stay in if it is raining but there is a staff member there to supervise. Although depending on staffing for August this may need to be looked at. N All agreed that it was the responsibility of Parents to bring them later on wet days or out children into breakfast club.

1. AOCB – Mr O’Donnell had attended a Church Representative Evening which Clydebank/Paisley Diocese had run. He said it was very informative and had discussed different resources that each diocese use and the use of social media etc., the material tied in with scriptural programmes.

Mrs Wallace asked about Parental PVG’s for school trips. Mrs Murphy explained that it was ok for parents to accompany pupils on school trips as they are supervised by the class teacher and therefore did not require a PVG, and are not left own their own with a group. Teaching staff are aware of the ratio of adults to pupils when risk assessment is carried out for each trip.

Next meeting – tbc – probably end of August after school returns.