**Holy Cross Primary Parent Council Meeting**

**Tuesday 6th September 2016**

**Present:** Donna Wallace – Secretary

 Annemarie Maloney – Secretary PTG

 Andrea Kelly - Chairperson

 Robert O’Donnell – Church Representative

 Marie Murphy – Head Teacher

 Bernadette Shaw – Acting Depute Head Teacher

 Patricia Kinnaird – Minutes

 Carey Kearney – Parent

 Marie Lang – Parent

 Anne Jackson – Parent

 Lorna Lalley – Parent

 Dawn Irving - Parent

 Suzanne Goldie – Parent

 Elizabeth Anne Forrest – Parent

 Lynn Kelly – Parent

 Jean Jones – Councillor

**Apologies:** Mrs McKenna – Teacher

 Mrs Doherty – Principal Teacher

 Donna Carrigan – Vice Chairperson

 Sharon Quinn - Parent

1. Welcome – Mrs Maloney opened the meeting by asking if the previous meeting minutes were agreed by all, these were agreed.
2. Mrs Murphy gave an update to the group. Primary 1 pupils have settled in well. Our Improvement Plan Priorities this year are Approaches to Literacy, Maths, and Assessment across Learning – in which pupils will plan with their class teacher their next steps. This links to The National Framework in which activities will be standard schools in the cluster. Myra Young from Education Scotland will be advising the cluster on the Framework. Rights of the Child, Recognition of Commitment – UNICEF – this is linked to Gospel Values, pupils learning respect and faith.

Draft Equality Statement – staff annually review the nine characteristics to ensure that there is a clear understanding of our duty under the Equalities Act 2010, feedback is given to Mrs Murphy and the statement will then be updated and implemented.

Staff – Mrs McKenna (teacher) will be off for a couple of weeks after an operation. Mrs Hamilton will cover her class in her absence along with Miss Kiernan and Mrs Shaw.

We currently have 2 Classroom Assistants, Mrs Conroy has recently left and we are currently 2 Classroom Assistants short. These posts should be filled when the redeployment process is implemented. It is important that we have enough support staff to cover playground duty and escorting the pupils to the buses.

The budget cuts for Clerical Staff has still to be implemented. Mrs Szemis is currently off sick at the moment so we only have 2 Clerical Staff. We do now have answer machine and parents can leave a message and the office staff will attend to any messages.

FAB afternoons are being introduced on a Friday. The pupils will work with other classes to maximise learning and social skills, reflection will also be built in to the programme. It encourages pupils work with others and support behaviour.

New Carpets/Lino have been laid throughout the school over the summer holidays. We have a few issues with some of the flooring which will be addressed and hopefully some more new flooring to come. We are looking at replacing the stage curtains as they are torn. We will get quotes and perhaps can look at the school fund to contribute towards the costs. Will be setting up a Schools Fund Budget Committee which may include a parent rep.

We have ordered some new furniture for the playground from the Scottish Prison Service, this should arrive in the next few weeks. We had asked NLC to look at the ground near the fence at the back of the school to extend the grounds the cost of this would be around £4000.00.

The advert for the Depute Head Teacher post is now on myjobscotland website. Once the new DHT is in post we can then advertise for a Principal Teacher.

Funding for playground equipment/activities etc was discussed. There are various agencies to access funding including The Big Lottery, Rotary or even local businesses. Jean Jones advised that Restorative Justice group can supply manpower so we would only have to supply materials. Some discussion about a bowling night. The group will take this forward.

The window situation has not changed. Jean Jones had asked about the windows and Marie explained that they are plastic and get the classrooms get very hot and they are not very practical, but it would cost £25k to replace them.

1. Mrs Wallace spoke about the cost of Lets that has increased since April 16. A Let is now £21.74 per hour from £4.40/4.50 & £6.00 per hour previously. Suggestions were made that the Parent Council and PTG could use the Church Hall or the Hub if available to reduce costs. Mrs Lang said she would speak to Father Joe on availability on the Church Hall for future meetings.

The group also discussed that the Parent Council and PTG could have back to back meetings in order to reduce the number of nights involved for people who attend both. The group will look into the practicalities of this and also which days of the week would suit best for the meetings for everyone involved e.g. Mondays 6-7pm PTG & 7-8pm PC

1. The group discussed feedback from the Parent Forum. There was not a great response, although discussion took place about networking/surveys etc. There was a good response with regards to the School Fayre. Mrs Murphy then spoke about the great response the school had with Careers Week, how everyone involved had really enjoyed the experience. Some people felt parents were not keen on questionnaires and preferred to have a more personal approach. Mrs Kelly and Mrs Wallace will try to come up with more ideas to get more parent involvement.

Mrs Murphy also suggested the Blogs that the pupils use in school could be set up to involve parents through a PTA/PTG page, this may attract more support.

1. The PTG AGM will take place on Monday 3 October at 6pm in the Church Hall. The constitution will also be discussed at this meeting re posts etc.
2. Halloween Disco will take place in Holy Cross School on Thursday 27th October. School will organise Let and perhaps a classroom could be used for parents for tea/coffee whilst the pupils are in the hall.

Mrs Wallace will organise the collating and ordering of the Design a Christmas Card, Mrs Shaw will give out the pack to the class teachers.

The Christmas Fayre is on Saturday 3rd December. The stalls will be £20.00 per stall and the normal raffles etc will take place.

The Christmas Show are on Monday 12th December and Tuesday 13th December, raffles will also take place at both shows.

1. AOCB – discussion took place about the traffic situation when parents are dropping off and collecting pupils from school. Parents have been asked to park in the church car park to minimise the traffic coming into the school car park, they should only be using the school car park if they are collecting pupils from the Nursery or if they need to park in the disabled bays. The Janitor patrols the school entrance at 3pm to stop any cars that does not need to come into the school grounds.

Date of next meeting is Monday 7th November at 7pm in the Church Hall.

This will be the AGM.