**ORCHARD PRIMARY SCHOOL PARENT COUNCIL MEETING**

**TUESDAY 1ST NOVEMBER AT 6.45PM**

Present Lisa Gardner (Chair) Denise Farrell Heather McKendrick

 Jan Devaney (Treasurer) Rhona Campbell Tracey Whitelaw

 Carolyn Leckie Suzanne Crossan Lesley Mitchell

 Lauren Anthony Lucyna Prochazka Jack Anderson

 Jenny MacLeod

Apologies Donna Cringles

 Laura Watt

1. Lisa welcomed everyone to the first meeting as this was the first meeting she asked everyone to introduce themselves.
2. Previous minutes were agreed proposed by J MacLeod and seconded by L Anthony.
3. Treasuer’s report – There has been a good response from the football cards at present we have raised approx. £1100. Bank account is almost up and running.
4. Constitution – This had already been distributed to everyone prior to the meeting. There was a couple of additional paragraphs to be added one - allowing the Parent Council to set up a Facebook page if they so desired and one to allow the Parent Council to set up an emailing list. These items were discussed and agreed.
5. Communication with Parent Forum – Various mediums were discussed with regard to communicating with the Parent Forum. One would be the obvious one of a bag drop of flyers and newsletters, A drop box would be left at the office for any written communications to be put in, an email address will be set up for people to email from which we can produce a mailing list. Any correspondence would be dealt with at the next available meeting. Making a Facebook page was discussed but it was decided to hold off on this as it is a large commitment but provision was to be put into the constitution so that this could be done in the future if required. Lucyna Prochazka offered her services to translate things for Polish parents if required. Jill thanked her for this and asked if she could send her a small paragraph to this affect that could be included in forth coming correspondence.
6. Up and coming events – some dates have changed the dates for the events are:-

15/11 Welcome party

17/1 Movie night

25/1 Movie night

29/3 Spring event.

The first event was discussed and organised. Ross MacLeod to be asked if band can play at event. Cost £1 to pay on door. Jill suggested that Parent Council ask for an emergency contact number as won’t always be around to access click and go if child is taken ill.

It was decided to do a simple coffee morning before Christmas instead of Christmas fayre as this takes a lot of commitment and time to put together. This event will be run in conjunction with the school so a sub group will be set up to meet with Jill to discuss how it will look.

A Parent Council newsletter will be produced shortly and Jill asked if a paragraph could be included on it to get parents to donate old reading books that are no longer needed as our library needs to be expanded.

1. Playground - Jill asked if this could be the main focus of the Parent Council fund raising as we all know the playgrounds are greatly lacking in things for the children to do and there is definitely no way any equipment can be bought from the old playgrounds. Ann Dexter has set up a fund raising group for the LCSC playground and has had some one out to plan and cost the playground and if we get everything they have suggested it will cost £141,000. So as you can see a lot of money will be needed for all the playgrounds Discussion took place with regard to the playgrounds and it was decided that a sub group needed to be set up which will look at various grants we can apply for which will help kick start things.
2. HT report – Jill would like to thank everyone who came to the official opening of the two schools as Isobel Boyd was unable to come to the opening she will be visiting the schools on 17/11/16.

Staffing – Jill was pleased to inform the Council that two permanent members of staff had been appointed to the LCSC teaching staff one who is already teaching here and one from out with the school. There are three vacancies in the mainstream but the council are not filling these at present. We have one new member of staff which we have been allocated – who will be taking over the P2 class to free up Linzi Bowden to work with children out of class. Linzi has also been appointed PT for one day a week.

Children in need – 18/11, we have lots of activities organised for the children and there will be Children in N

eed merchandise available to buy.

Christmas jumper day 9/12 money raised for this day will be for the school as our bank account is running a bit low.

There will be Christmas parties more info to come out nearer the time. Santa will get to meet the P1’s but not at the party as P2’s will be at the party.

P1-P3 will be doing the nativity which is on 15/12. There will be a performance during the day and one in the evening.

End of term service will be on 22/12.

Hopscotch theatre are coming in to perform Aladdin on the morning of the 23/12.

A newsletter with all this info will be out in the next couple of weeks.

School Improvement Plan has been done and includes focus on numeracy, professional judgement, ethos and inclusion. Bullet points of this will be available on the blog and on twitter.

School handbook is due to come out in December to be ready for new intake in January.

1. AOB – Jill was asked if there would be a pupil council. Jill explained that we will be having what is known as pupil voice where every child will be involved in a committee for example there will be a health committee among others and it is on these committees that the children will voice their opinions.

Heather raised the matter again of the pathway from Gowkthrapple end of carpark for the children. Jill said that she is unsure when it will be available.

One of the Parent Council members have been approached about the car park. They were told that the high school parents had received a letter to say that the drop off area is only for the high school. Jill replied that this is definitely not the case. The car park is for both schools. There is still some bus signage at "the outer periphery of the small car park" this is to be removed. One of the parents pointed out that the taxi’s had been parking in the minibus spaces Jill said that this had been addressed.

Some classes had not been receiving letters promptly. Jill said that all teachers will be reminded to send out letters as soon as they can but a classroom is a busy environment and it is easy to take a letter say yes will put it out then put it down and see it once children have left for the day. Jill said that if a letter is going out she does put it on twitter and the blog she will also make sure that it goes onto the Parent Forum page on the website.

School ties are now available from the shop in Wishaw at £4.

Next meeting Tuesday 6th December at 6.45