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**Rochsolloch Primary School
Parent Council**

Tuesday 1st October 2024 AGM

Welcome and apologies.

Vice chair welcomed everyone. Apologies were noted from PC members

Review of previous minutes

Previous minutes were reviewed and agreed subject to the date of meeting error being corrected.

Agreement of constitution

Unanimously agreed that the schedule of meetings will remain at one meeting per term, and one meeting every two months before January and June.

Head Teacher Update

Annual Highlights

- Enterprising Schools Award.
- Reading Schools Award.
- Continuing Rights Respecting Schools journey towards Gold.
- Raised attainment across numeracy and all aspects of literacy.
- Continue to have regular visitors for play and enquiry-based learning (PEBL).
- Amazing fundraising efforts for school and charities.

Staffing Update

Following an internal recruitment process there was no appointment made for the Acting DHT post for Thursday/Friday, therefore this has been advertised across the authority and will hopefully conclude with the next week.

NLC Pupil Voice Event

One of our School Captains represented the school at the NLC Pupil Voice Conference held at the Town Hall on 25th September. This was to gather views from children and young people to help shape decisions around education across the authority.

We have a new process in place this year to develop pupil voice in school, with the Captains gathering views through a suggestion box and sharing them with the Head Teacher at monthly meetings. Any ideas, suggestions, complaints can be discussed, and further action taken if appropriate. Items may be added to staff meeting agendas as a result.

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Treasurer Report

Income of £11319.48 derived from the following sources:

- Tesco community fund (£1500)
- Christmas fayre (£3344.07)
- Totally Taylor Concert (£2383.87)
- Halloween costume swap and vinted sale (£175)
- NLC community empowerment grant for summer fayre (£1000)
- School discos (£2086.99)
- Easy fundraising (91.52)
- Summer Fayre (£738.03)

Expenses: £10975.12 accounted for by the following:

- School ICT fund payment for academic year 2023/24 (£2000)
- School ICT fund payment for academic year 2024/25 (£2000)
- Playground equipment (£1500)
- School display pin boards (£821)
- P7 Enterprise group fund (£150)
- P1 homework bags and ties (£156)
- Nursery learning journals for academic year 2023/24 (£465)
- Nursery learning journals for academic year 2024/25 (£488.40)
- P7 leavers activities, including group photo, party and leavers bags (£1494.72)
- Pantomime and summer theatre show (£1600)
- Science Centre outreach programme (£300)

Council and Parent Matters

Halloween costume swap and disco

Confirmed that PC will alleviate pressure on school office by selling tickets for the Halloween disco. New vice chair will finish and circulate a rota to Head Teacher with names and telephone numbers of volunteers, along with the dates they are volunteering.

Halloween costume swap flyer to be circulated this week via social media and school office. Box to be placed in reception for costume drop.

Grinch Christmas Supper

Date agreed as the evening of Thursday 5th December. Secretary to circulate food costings and to arrange NLC catering via Head Teacher. Treasurer has volunteered to be the Grinch if an entertainment company cannot be sourced. PC to explore availability of Magicole Events and check availability of grinch costume hire with Splash Inflatables. It was agreed that both nursery and primary school children will be invited to attend.

Christmas Fayre

Head Teacher to confirm if staff would like to run a Christmas story corner again this year. Secretary of PC to liaise with Head Teacher around additional questions about school contributions to the fayre and booking catering.

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Parents' evening

Highlighted that there had been issues with parent evenings' bookings for P3 pupils that has now been resolved.

Parent questions

Is there a process for the school to contact parents if children are identified as requiring additional learning support? Head Teacher stated that the process depended on the extent of the difficulties identified. For *ad-hoc* learning support to raise attainment or address a specific issue then it would not always be done. However, if there is a need for a specific plan to be put in place then the school would contact them. It was highlighted that the school and teachers would welcome any parent that is concerned to contact them.

Clarification sought around absence reporting and frequency of contact if child to be off for more than one day. Advised that can notify on a daily basis or sign off for several days by either contacting the office directly or recording the absence on parents' portal. Head Teacher agreed to send out communications around absence reporting to all parents.

Clarification sought around how both general communications and failure to attend notifications are sent out, including whether both parents receive these. Head Teacher indicated that these would go to both parents via email and/or text depending upon the contact details held. Sending to both contacts and multiple methods exists as a fail safe for child not reporting in. If school require a response to a communication it goes to the main carer only to prevent duplication of responses.

Election of office bearers and parent council members

The following office bearers tendered their resignation: chair, vice chair, treasurer and secretary. The previous vice chair was elevated to chair and a new vice chair appointed. The treasurer was re-elected and a new secretary appointed.

Two PC members tendered their resignations. Five PC members including the previous secretary retained their membership and two new PC members were appointed.

AOCB

Discussion was held around ongoing issues with the shared car park, including lack of driver patience at pick up and drop off and misuse of bus/taxi parking and disabled bays. Concerns also raised about lack of visible bay markings, incorrect line markings and confusing signage due to positioning. Concerns also raised around the ongoing issues re: 1) the junction of Bellsdyke Road and Cairnhill Road; 2) the short duration of the green man. It was agreed that the chair of Rochsolloch PC would speak to the chair of All Saints PC re: joint communications to parents around car park etiquette and raising other concerns with the council. Head Teacher agreed to speak to estates about markings and signage, with support from the vice chair if required.

Banner printing options are available for review by the PC. Ordering of these will be coordinated offline.

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Agreed to change date of next meeting to Wednesday 6th November to avoid clashing with Bonfire Night. Head Teacher to change the date of the let.

Chair to schedule an informal meeting of PC members in two weeks (date TBC) to discuss Christmas Fayre planning.

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