Aberuthven Parent Partnership

Annual General Meeting Minutes

27th September 2018

1. **Present**  
   Angelina Bruce, David Bruce, Francesca Green, Nicola Tyrell, Kelly MacClaren, Claire Dodds
2. **Apologies**

Kerri Watson

1. **Old business and approval of last meeting’s minutes**All present agreed last minutes were approved.
2. **Matters Arising**

After School Club

DB has been researching ways to set up an After School club and he has a few ideas through recent Connect Meetings that he has attended. The person who was due to speak at our AGM about this had to cancel. DB has been looking into funding for a breakfast club, but the information was not as straight forward and was more aimed at a club that was already up and running.   
  
NT advised that Muthill School have just set a club up and she will speak to Rachel Bell, the Head Teacher to find out more. AB raised the issue of needing a Breakfast and Afterschool Club, it was agreed we would have to look at the demand from parents. DB said that St Johns Academy has only 4 parent council members, but have organised homework after school clubs, which may work for us. It was agreed that a questionnaire or survey monkey would be needed to find the demand from parents and future parents in the village.   
  
It was discussed how we would reach the people in the village to find out statistics and CD has started a loyalty scheme at the shop, which has data collection, but she is not quite there yet with email addresses. KM said that she can promote the school through nursery and with customers coming to the shop and could ask at nursery concerning school child care and requirements. We need to promote the benefits of a smaller school, such as music tuition and maybe a newsletter to support this. DB advised that we could also look at demand for transport to Auchterarder After School Club, NT said that currently there is a waiting list for the club there.   
  
CD asked if village hall would be an option as a location and shop could provide breakfast, all agreed that could work. The club could hire the hall in conjunction with the school. CD advised that a youth club would be starting on a Weds in village. CD advised that the hall holds up to 80 people, so club could grow without a problem about location. CD has been applying for a lot of funding and suggested to trial and have evidence for the need of a club and the funding should follow. DB said that local councils can get involved and Connect Insurance may cover, however we would have to be careful not to branch out too much. Next step is to look at demand and move from there. DB to organise a questionnaire and circulate. CD said questionnaires could be placed in a box in the shop. CD did a similar questionnaire for the demand of a shop in village and was amazed by the response.

1. **Chair Person’s Report**

DB – During the first 8 months as Chair of Aberuthven PS Parent Partnership has involved quite a number of training courses and information sessions on how to run and get the best out of our parent partnership. As part of this introduction to parent councils I have attended Parent Councils Chairs meetings, and a number of very useful Connect Training sessions

One of the benefits of attending these meetings and events is the opportunity to meet other parent council members which has been invaluable and has highlight some very common themes across a number of schools and includes:

* Problems in getting engaging with parents
* Banking issues
* Ensuring Parent Councils meet their legal obligations

Despite the small numbers of people that contribute towards the parent council we have still been able to support the school in a positive way, however it would be beneficial over the coming months that the number of representatives could increase, with the main focus engaging with parents of new P1’s starting in August 2019.

1. **Treasurer’s Report**  
     
   AB has a letter from the bank today asking for a form to change address on account. There seemed to be some confusion, as the address was obviously already changed, as letter and form sent to AB’s address. AB asked FG to sign the completed form and AB to take to bank. MR had previously advised that no funds could be banked, while change of name on the account was taking place. AB said that this was incorrect and has now banked £365.80 from the last coffee morning. The balance at present on the account is £1290.02. AB advised once the completed form has been acknowledged from the bank, we should be all up and running.
2. **Head Teacher Report**School Roll  
     
   14 pupils  
     
   Staffing Changes  
     
   No changes this year.  
   Overview of Events 2018/19  
     
   Schedule sent out to parents.  
   Communication  
     
   Homework diaries used throughout the whole year for parents and teachers to communicate. The homework policy has been updated after feedback from parents.  
     
   102 followers on School Twitter, which can only help to promote the school.  
     
   The School website will continue to be updated with information, including dates and events that are important. Letters issued to parents will continue to be available on website to view.   
     
   School Improvement Plan 2018-2019  
     
   See document on website, aims to Promote Nurture, restorative approach and writing and numeracy as a focus.  
     
   First Aid  
     
   First Aid Recording has been updated as per parent feedback, pupils issued with a letter when injury occurs in school and incident forms are documented and shared with HT. Parents to be contacted with regard to all head injuries.  
     
   Promoting our school  
     
   Feedback was received from HGIOS evaluations from parents concerning promotion of school and to encourage others to join. NT attended various local nurseries on Open Days / Summer Fayres and will continue to do so where possible. PKC Design Team have created a leaflet to promote school for those within our area and those attending extra curricular groups and nurseries. The Communications Committee will continue to promote relations between school and local nursery.
3. **Appointment of Examiner**NT advised that Sheila Millar would be happy to do this and DB said Catherine Bruce would be happy to step forward too if need be.
4. **Appointment of Committee Members**No new members as yet and FG advised that advertising our Facebook Page in the school newsletter may help in recruiting more members.
5. **Fundraising Update**CD advised that the collection tin in the shop is full again and money given to AB for banking. It was agreed that the tin will be a permanent fixture in shop, as it is proving successful.
6. **Any other business**Village Xmas Market  
     
   CD will be organising a Xmas Market in the village hall and that a donation to the school may be possible on the back of that. NT said that the school will be looking at a German Xmas Market and we could bring crafts to the market to sell, as well as having a stall to promote the school. No date has been confirmed for the Xmas Market in the village, but a possible date would be 9th December. CD to confirm in due course.  
     
   Food Banks  
     
   CD said that David Holmwood is the District Community Councillor and has been setting up food banks and CD has been looking at more support for this. Auchterarder District Council are on board with the project and so is Gleneagles Hotel and two churches in Auchterarder, who are satellite members. The idea is to eat well and spend less. CD asked if the children would like to get involved. CD looking at setting up a charity and having a donation van. NT said the school could be linked with the children’s involvement. DB said it would be a good idea and gauge level of interest with school and stretching wider than Aberuthven.   
     
   After School Clubs  
     
   The clubs have been changed around this year and Lisa MacKay has arranged for Live Active to run sessions. We will see where it will take the clubs concerning attendance and NT & LM to supervise.  
     
   Parents Night  
   NT suggested a stand for the PTA at this parent event to recruit new parents to the team. FG cannot attend due to other commitments.   
     
   Internet Safety  
   NT to arrange for NSPCC to come in to talk to parents about internet safety FG asked if they could speak to pupils about the dangers of being a You Tuber. A possible date would be 29th November, between 4-5pm, NT to confirm.   
     
   Rest of the Year  
     
   Panto – NT asked if the parent council would pay for the bus trip to the event, all present agreed.  
     
   Term 3 V&A Visit - The topic will be Base Life Habitat, all agreed visit would be beneficial and NT to price up bus trip.  
     
   Term 4 – The topic will be Ancient Egyptians, possible trip to see Awful Egyptians at Glasgow Theatre. Tickets will cost £180, all present agreed for Parent Council to pay for tickets. Bus fair to be priced up by NT. The school will fund the bus trip.   
     
   Halloween Party  
     
   AB & FG to organise a 1 hour party on a very small scale, due to lack of volunteers to run event.  
     
   Xmas Party  
     
   FG & AB are thinking of organising a xmas family event, maybe in conjunction with village. Ideas include a possible ceildh.
7. **Date of next meeting**8th November 2018

There was no other business and the meeting was closed.