**Burra Parent Council**

**Minutes of Meeting of Burra Parent Council held at Hamnavoe Primary School on Tuesday 2 May 2023 at 1800 hours.**

**Present:** Kay Anderson (Chair)

 Denise Irvine (Vice Chair)

 Jillian Gifford (Parent)

Joanna Goodier (Parent)

Ken Naquin (Parent)

**In Attendance:** Suzanne Inkster (Clerk)

Helen Robertson (Head Teacher)

**Notice of Meeting**

Kay welcomed everyone to the meeting.

**Apologies**

Apologies were received from Kate Anderson, Sam Gibney and Jennifer Nicolson.

**Approve Minutes**

The minutes of the last meeting on Tuesday 8November 2022 were approved. Proposed by Joanna, seconded by Ken.

**Team Improvement Visit & SIP**

Helen gave feedback on the recent Team Improvement Visit. Overall it has been a positive experience and they were happy with the standard of the work of the school. Helen reported some of their findings & suggestions:

* Self evaluation was strong and all priorities aligned well with the SIP.
* The ‘Vision Values & Aims’ of the school were well embedded and there is a collegiate approach to taking this forward.
* They were interested to hear the schools next steps with pupil evaluation of the school. (There is a ‘How Good Is Our School’ document for pupils, which will be used with the pupil council.)
* Our nurture offer across school was very good.
* Children felt they had good relationships in the school
* Use of ‘Zones of Regulation’ is good. They suggest it is put on display everywhere in the school.
* They are happy with the range of play across the school, but suggested upper primary may benefit from a bit more. Teachers are already thinking about this and may extend play into the art area when its not being used.
* Restorative justice to manage behaviour – they agreed this is the right direction and to keep going with this and complete necessary training.
* Tracking folders are being used across the school.
* School blog is a very good resource.
* ASN paperwork is good.
* Children have expressed a desire to ‘lead their own learning’
* Some children still unsure about SHANNARI
* Assessment - Suggested some different ways to assess more of the Es & Os at one time

Helen informed the parent council that it had been 12 year since last inspection and the school had not had a quality improvement inspection with this rigour. This has been great practice for a real inspection.

A report will be submitted to the school on 17th May, and will help with planning for next year.

The parent council praised the efforts of the staff and pupils.

**Fundraising Coffee Morning**

The May Fundraising Coffee Morning will take place on Saturday 13 May 10.30 – 12noon. £3.00 for adults and £1.50 children. Setting up will be on Friday 12th May at 3pm. Caroline has made the promotional poster which will be posted on facebook.

The staff will run all the stalls in the school (hook-a-duck, filled jars, treasure hunt squares, scavenger hunt, guess the name and book stall) and the Parent Council will organise teas and raffles in the canteen. This will be self service of homebakes and coffee/teas.

- P1-4 pupils to contribute homebakes

- P5-7 pupils to contribute sandwiches

- Helen will get teabags, coffee, juice, milk, sugar, paper plates, napkins & bags

- School has plenty of raffle books

- Jillian will fetch cups, saucers, side-plates and milk jugs from the hall

- Caroline will sort floats

- Need someone will oversee kitchen & dishwashing

Volunteers letter will be sent out and returned by Wednesday.

**Update on Funding Applications**

Jillian updated on funding applications:

* Applied for £5000 from National lottery funding. Currently waiting for an up to date bank statement to submit for this application.
* £3000 coming from the Wind Farms. Helen will organise bairns for a thank you photo.
* Tesco is keen to include schools in their Blue Token funding scheme. Jillian has completed the application form with her own personal details, and is now waiting to hear a response.
* No funding from SPAR community funding grant.
* £250 from Ocean Kinetics
* A donation from CASE

Any money left over from the purchase of the swing can be used for school projects.

The Parent Council thanked Jillian for all her efforts with this.

**Communications with Parents**

Helen discussed the trial of the new ‘Expressions App’. It is not as straightforward as it looks and cant be done from staffs own personal devices. Its quite a lot of work and there has not been much support with this pilot. The parent council agreed with Helen to cease involvement in this pilot. Parental engagement was not highlighted by the visit as something needing attention, so everyone agreed to wait for feedback from other schools involved in the pilot before we take on this approach.

**Staffing Update**

P1/2 - Miss Paul finishes at the end of this term. Miss Smith will be due to return from her secondment, however her return is not yet confirmed.

P3/4 - Mrs Mikolajczak continues part time. Ms Rose leaving at the end of term.

P5/6 - Mr Soper staying to Christmas 2023. Mrs Hunter returning then from maternity leave.

P6/7 - Mrs Malcolmson continues full time.

There will be no probationers in the next school session.

The school have not yet heard back about extra support worker from the ASN audit.

**Budget Cuts**

Helen informed the parent council that their budget is being cut by £1600. After the usual essential products have been purchased this will leave the school with around £500. Helen has discussed possible savings with the staff.

Every class gets a trip out in Shetland and cutting this would save £1000 which could then go towards learning materials. Any future trip costs will have to be paid for by fundraising. The school photocopier has now been default to black and white and everyone will be going through their cupbards to ensure efficient use of resources.

Kay spoke about doing the ‘October Challenge’ fundraiser again. This was where pupils picked their own challenge and collected sponsorship for completing the challenge. Money raised from this could go towards educational resource licences. Suzanne will add ‘Extra fundraising Events’ to the Agenda for the next meeting.

**School Swimming**

The council are currently carrying out a survey of school swimming provision in Shetland. Cuts in this provision could generate savings of £150000 per year. Parents and Staff have been emailed this survey.

Some families have contacted Kay to ask if the parent council could do a collective response in favour of school swimming provision. Reasons given:

- Anywhere in Burra is in close proximity to the water

- Water safety is high importance

- Cost of living is affecting some families being able to pay for private swimming

 lessons.

- SRT family subscription does not give discount on swimming lessons

Kay and Suzanne will prepare a letter to our local councillors to ask for their support.

**Youth Club**

Kay read a letter to the parent council from Linda and Narene on behalf of the Burra Youth Club. This letter asks our local councillors for support against further cuts to the Burra Youth Club.

Narene and Linda have asked if the parent council will do their own collective response in support of the Youth Club, and also if we would share their letter with the parent forum so that parents can forward this on to the councillors too.

Suzanne to send this electronic copy to Helen to be shared to parents from the parent council.

Suzanne and Kay will organise the PC response.

**AOCB**

Gardening Night has been set for Tuesday 23rd May 5-7pm. Volunteers needed. All children must be accompanied by an adult.

**Date of Next Meeting**

The AGM will be held on Tuesday 29August 2023 at 6pm. The Parent Council meeting will follow this at 6.20pm.