

Burra Parent Council

Minutes of Meeting of Burra Parent Council held at Hamnavoe Primary School on Tuesday 29 August 2023 at 1820 hours.

Present: Kay Anderson (Chair)
Denise Irvine (Vice Chair)
Brian Goddard (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, Jillian Gifford and Jennifer Nicolson.

Approve Minutes

The minutes of the last meeting on Tuesday 2 May 2023 were approved. Proposed by Joanna, seconded by Denise.

Staffing

Helen said that there the school is experiencing a number of challenges around staffing at the moment.

P6/7 - There are temporary teachers covering P6/7 and this will continue until the October holidays. Mrs Georgeson will cover Wednesday, Thursday and Friday. Supply staff and Helen and other experienced relief teachers will cover Monday and Tuesday. Helen will do the planning for this class. Recruitment will start in November for this post to start in January 2024. .

P5/6 - Miss Murphy will continue in this class. This is covering Mrs Malcolmson secondment for the year.

P3/4 - Mrs Hunter will return from maternity leave in January. She will job share with Mrs Mikolajczak.

P1/2 Miss Smith will leave at the end of September to take up her new post as Literacy Co-ordinator for the local authority. The recruitment form for P1/2 teacher is now in, and the local authority will support the school while this change takes place.

Breaktime supervisors – Caitlen Kok is in post as a break-time supervisor, however there is still 1 more break-time supervisor post to be filled.

Helen said that they have managed to secure 10 extra hours of learning support time.

Feedback from self evaluation

Helen gave some feedback from the schools self evaluation:

- Report card comments – 96% were positive
- Visitor evaluations – this was a new thing the school tried and looks at how the school is perceived by its visitors. 11 agencies fed back and all comments were positive.
- Behaviour issues – the school experienced some behaviour issues, especially in outdoor play where 50% of P1/2 didn't feel safe in the playground. 98% stated they did feel cared for by adults. The school divided the playground into 2 areas to split the upper and lower primaries. Following this 95% said they felt safe.
- Family Engagement night – 98 people attended, 40 questionnaires returned with lots of positive feedback.
- Parental questionnaires in June did not have a good return rate.
- P3-7 had an afternoon session looking at 'How Good is our School'. This was led by the Pupil Council and comments received from this exercise have been compiled into a document which will be included in the schools self-evaluation process for the year.

Attainment

Helen discussed last years attainment. Attainment was very good with only a few pupils not on track and a number of pupils above track. She stated attainment has definitely recovered following Covid.

Swing and Outdoor Projects

The accessible swing, and the slide have arrived. Steven Gifford has met with Magnus to have a look prior to starting works. It is hoped that this will start soon. Safety padding/matting has to be laid first, and this is yet to be purchased.

Family Fun Night

Family Fun Night will take place on Friday 8th September from 5.30 – 7.30pm. The theme to be decided soon by the bairns. Teachers will organise games and quizzes. Parents to provide the food as follows:

- P1/2 – Childrens savory
- P3/4 – Adult savory
- P5/6 – Childrens sweet
- P6/7 - Adult sweet

Setting up for the event will take place on that Friday at 3pm. Helen will get the juice.

This event is not a fundraiser, it is to welcome new families and staff into the school.

AOCB

- Brian and Ken will meet to discuss the school blog.
- Brian asked if parent helpers could carry out learning clubs at lunchtime eg lego club, numbers club, eco club. Helen stated that PVG checks would be required.
- Helen said sports clubs are off to a great start with 16 pupils attending Archery Breakfast club and 19 pupils attending Hockey. In Term 2 Netball and Knitting will resume. Shane Winson has offered to coach the football. P1-4 Sports Breakfast club will start when the upper primary club finishes.
- P6/7 Edinburgh trip was discussed however due to no teacher in post it may be difficult to find someone to lead this. The decision on the previous Edinburgh trip was only made in October so it gives a bit of time to look into the possibility of this happening. For a group of 18 pupils, 3 adults would be required. Helen will ask staff if anyone is interested in leading this. Kay mentioned that a raffle was held to help fund the trip last time, and felt this worked very well.
- Helen shared the School improvement targets for this coming year.
 - Health and Wellbeing - launching a positive behaviour policy.
 - 2 members of staff will be trained in a project for writing (in term 3) which will be rolled out to the whole school in Term 4.
 - Early year transition policy to be written
 - Environmental audit to take place to de-clutter the school and make more room for play pedagogy and nurture
 - PEF funded Numeracy and Spelling improvements
- Suzanne to make up the sponsor sheets for the October Personal Challenge fundraiser. Helen will ask Caroline for the template.

Date of next meeting

The next meeting will take place on Tuesday 14 November at 6pm.