

# Burra Parent Council

**Minutes of Meeting of Burra Parent Council held at Hamnavoe Primary School on Tuesday 14 November 2023 at 1800 hours.**

**Present:** Kay Anderson (Chair)  
Denise Irvine (Vice Chair)  
Brian Goddard (Parent)  
Chris Goodier (Parent)  
Kate Anderson (Parent)

**In Attendance:** Suzanne Inkster (Clerk)  
Helen Robertson (Head Teacher)

## **Notice of Meeting**

Kay welcomed everyone to the meeting.

## **Apologies**

Apologies were received from, Jennifer Nicolson, Jillian Gifford and Ken Naquin.

## **Approve Minutes**

The minutes of the last meeting on Tuesday 29 August 2023 were approved.  
Proposed by Kay, seconded by Denise.

## **Positive Behaviour Policy & Parental Engagement**

Helen explained that a lot of work had been carried out last year around this with children's rights at the heart of its development. Helen explained it is not a punitive approach. It has been built around the 'Shanarri' principles. Helen discussed the draft behaviour policy with the group and asked for suggestions on how best to involve parents.

It was agreed to run focus groups very soon (beginning of December) to enable consultation with parents on the behaviour policy. In the new year, Claire Ardlington will be available to do workshops with parents on restorative conversations. We will ask members from Shetland family centre to do present the Teen Triple P programme at our February Family Engagement event. Helen expressed thanks to

PC Carol Smith had been into school to do an assembly on behaviour in the community.

### **Children in Need**

On Friday 16<sup>th</sup> November it is planned to have a 'Ramble around Hamnavoe' for Children in Need with pupils and Pudsey. Parent helpers are needed for this and donations of homebakes welcome for the refreshments back at school following the ramble. Canteen staff will organise the teas.

### **Christmas Hamper**

The Christmas Hamper Raffle Fundraiser will take place at this years Christmas concert. Tickets will be sold on the door (doors open 5.30) and the raffle will be drawn at the concert. Pupils will be asked to bring in something for their class hamper.

Suzanne will produce a promotional leaflet for the beginning of December and Caroline will email home to parents.

### **Reading Volunteers & Books**

Helen said that they have 4 people volunteering with reading groups and another person starting shortly. It has worked well and has been very helpful to have assistance with pupils reading. Helen gave a special thanks to Margaret Reeves who has managed to get all our reading book packs up to 6 in each set.

Helen also mentioned that P6/7 pupils are organising the scholastic book order this year.

### **Swing**

Helen updated on the installation of the swing. The base work for the swing was going to cost £5000, which would be too expensive. A new company has been sourced for the required materials and it can be done for £700. It is hoped to have the swing installed in new year.

### **Staffing**

The school was originally granted permission for 2 playground supervisors. Despite advertising for 2, only 1 post was ever filled. Recently the person in this post has resigned. Both posts are being advertised again, although it is expected that these will be difficult to fill. Helen will be faced with supervising the playground herself, which is not enough. Helen will post these vacancies on the Community Facebook page.

The PEF funding received for 14 hours a week of learning support will run out in December. This means that the school will face a reduction of 14 hours in learning support time. Helen will appeal this, and Kay and Suzanne will write a letter to local councillors for their support with this matter.

Denise Duncan has 10 hours learning support time contracted until the end of this school year.

**The Pupil Equity Funded 14 hours per week of Learning Assistant time finishes end of Term 2. Therefore the school will see a reduction of support time.**

P6/7 - post has been shortlisted and hopefully will be filled in next fortnight.

P5/6 - Miss Murphy remains in post until summer when Mrs Malcolmsons secondment ends.

P3/4 - Mrs Hunters keeping in touch days have started now and she will begin job share with Mrs Mikolaczjeck in the new year.

P1/2 - Mr Gill is the new permanent teacher of P1/2.

Dorothy Allinson has been appointed the new head cook.

Helen thanked all the temporary staff who have been helping in the school.

### **School Improvement Plan**

This terms focus is on the development of the new Positive Behaviour policy.

Term 3 will focus on the National Writing Project. Helen and Miss Murphy will be doing training on this, then it will be rolled out to the whole school in term 4.

### **School Fund**

The school fund balance is at £4306.28. Discussion was held on what this could be spent on. Some suggestions: replace old Ipads; software programs; new reading books; Dyslexic reader resources; kinetic sand; water trays; sensory equipment.

Helen will ask the teachers for any ideas and also the upper primary for anything specific they can think off.

### **Parent Appointments**

Parent Appointments will take place next week. Appointment times have already been given out.

## **Recent educational messages from Scottish Government**

Helen highlighted that there is a huge push on the development of skills that young people will need for the future. The Government are looking at the reform of the qualifications process in the senior phase. The Louise Hayward report can be accessed online which is based on findings on the Ken Muir consultation on the Educational Reform for Scotland. There is a key focus on delivering high quality learning, teaching and assessment, and ensuring all schools raise standards on this.

P6/7 pupils will be looking at skills for work shortly.

## **Parent Comments**

Kate said the parking at the playgroup is looking really good and gave thanks to everyone involved in the improvements. It is nearly finished now.

Kay thanked everyone who took part in the October challenges fundraiser, which raised £450.00. She also mentioned that next year it could be offered as a personal challenge without the need for sponsorship to ensure inclusion for all.

## **AOCB**

Breakfast clubs will start up again soon. This will be led by Active Schools. After school Netball training will take place on Friday afterschool starting this week. After school Football training will take place on Wednesday afterschool starting this week.

Climate Club started on Monday afterschool. Brian suggested inviting guest speakers to do a presentation at school or at climate club.

## **Date of next meeting**

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