**Burra Parent Council**

**Minutes of Meeting of Burra Parent Council held at Hamnavoe Primary School on Wednesday 21 February 2024 at 1745 hours.**

**Present:** Kay Anderson (Chair)

Ken Naquin (Parent)

Jennifer Nicolson (Parent)

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

Helen Robertson (Head Teacher)

**Notice of Meeting**

Kay welcomed everyone to the meeting.

**Apologies**

Apologies were received from, Denise Duncan, Joanna Goodier, Jillian Gifford and Sam Gibney.

**Approve Minutes**

The minutes of the last meeting on Tuesday 14 November 2023 were approved. Proposed by Kay, seconded by Helen.

**Family Engagement Night**

It was decided not to have the family engagement event this year. It is proving difficult get groups with enough interest to come. It was agreed to have this event every second year instead.

Helen mentioned that the school is receiving 100 trees to plant from the Amenity Trust, and we could have a tree planting event with teas/coffees and involve families this way. A date was set for Sunday 21st April from 1.30pm – 3.30pm.

**Weather Closure Home Learning**

Helen asked for feedback on the quantity and type of work sent home during the snow closure week in January. Everyone was happy with the amount of work sent home and that it was specific to literacy, numeracy and a topic. The system of emailing work our to each class group was straightforward and favoured over Glow.

**Staffing**

Helen continues to teach P6/7 2 days per week and Mrs Holden is doing 2 days ASN. Mrs Hunter started her Job Share post this term.

Helen informed the group that the Authority is currently advertising Support Play Worker Posts. Our school will receive 10 hours per week for this.

Helen is continuing to do playground supervision as we have had no success in recruiting to this post.

At the moment staffing levels for next year look about the same. It is expected 14 pupils will leave at the end of P7 and 10 new pupils will start in P1.

**School Improvement Plan**

Writing is still the focus this term, however it is decided not to do CYPIC National Improving Writing Programme at the moment. Instead Lauren Smith (Literacy co-ordinator) will deliver training in this to all staff during the 2 days inservice in August. Helen fed back that attainment in writing has gone up.

In Term 4 there will be a focus on ELC transition. Lauren is our link person for this and will help with tracking of pupils in early years ready for their transition into P1.

**Parent Comments**

Discussion was held about school lunches following parental concern about their children still feeling hungry after lunch time. Helen reassured that there was always plenty made of both lunch choices, and only this past week food had to be dumped. There is also an unofficial breakfast club in the ASN room, where any pupils arriving to school hungry can get something to eat.

**AOCB**

The school fund has a healthy balance, and recently the school has purchased 5 new I-pads and spent £3500 on new reading books. There will be a payment required shortly for the surface for the new swing.

Suzanne mentioned that the primary netball team had recently been to Whalsay for a tournament. They all played with such effort and enthusiasm and were a pleasure to take on the trip.

A proposed date of Saturday 11th May 2024 was set for the Coffee Morning Fundraiser.

The Music Festival will take place 18th - 20th March, and pupils from Hamnavoe will be performing in this.

**Date of next meeting**

The next meeting will take place on Wednesday 24th April at 5.30pm.