**Burra Parent Council**

**Minutes of Meeting of Burra Parent Council held at Hamnavoe Primary School on Tuesday 27 August 2024 at 1820 hours.**

**Present:** Denise Duncan (Vice Chairperson)

Chris Goodier (Parent)

Jennifer Nicolson (Parent)

Amy Williamson (Parent)

Chris Goodlier

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

Helen Robertson (Head Teacher)

**Notice of Meeting**

Denise welcomed everyone to the meeting.

**Apologies**

Apologies were received from Jillian Gifford, Brian Goddard and Joanna Goodier.

**Approve Minutes**

The minutes of the last meeting on 24 April 2024 were approved. Proposed by Jennifer, seconded by Helen.

**Meeting Dates for the Year Ahead**

Schedule Parent Council Meetings:

* Thursday 14th November 7pm
* Thursday 30th January 7pm
* Tuesday 18th February (ahead of the Family Engagement Event)
* Tuesday 6th May at 7pm (ahead of May Coffee Fundraiser on Saturday 17th May)

**School Improvement Actions**

Helen informed the group that there are 2 school improvement actions that the school will focus on this year.

1. The National Writing Project - All teachers will carry out 20 hours of training on this project. Helen stated that this is the last year our local authority will fund this project. There is 15 minutes of teacher demonstration, then 15 minutes of pupils writing time. Pupils get 15 minutes of feedback and redrafting. Pupil progress will be tracked on a graph and pupil will get to see their targets and the progress graph. This will be carried out 4 times a week in each class. Teachers are happy with the progress being made in classes, and hope that more children will achieve their level or beyond.

2. Behaviour, Relationships & Bullying – The end of year feedback questionnaire raised that a significant number of parents were concerned with pupil behaviour. This was also reflected by pupils and staff. At October inservice staff will undertake training in positive relationships & behaviour management.

**School Attainment**

Attainment levels were really good in the last school session whereby all P7s achieved 2nd level Numeracy. This was better than writing and reading, however these were still around the national average. Despite the challenges of staffing last year attainment remained good.

Helen showed the parent council the School Improvement Plan. She noted that attendance rates were affected by family holidays but was 95%. Some of the self evaluation feedback was shown. Helen added that visitors to the school are also asked to give their feedback on how they find the school. This improvement plan will be uploaded to the school website for all to see.

Helen informed the parent council that funding will be applied for from the Strategic Equity Fund to employ someone to work within the school & community to support our community to engage young people and prevent anti-social behaviour in our community.

Helen concluded that it has been 14 years since the last school inspection, so it is possible this could happen soon.

**Staffing**

The school is fully staffed apart from a 6 hour per week playground supervisory post. Helen and Denise are covering this at the moment and it will be re-advertised soon. Nicola Bowie is in place for the other 6 hour post. There is a probationer teacher in P6/7 4 days per week, with Vaila Grant covering the other day. The school will be sending out a letter to ask for parent volunteers again to support with reading groups. There are parent volunteers in place to support ‘Bikeability’.

**Fundraising Ideas for 24/25**

There are 3 fundraisers planned for this school year:

* October Personal Challenge. Forms for this will be sent out 1 week before the October break
* Christmas Hamper Raffle
* May Coffee Morning

Helen said that the new swings have been such a great hit with pupils, and especially useful for movement breaks with ASN pupils. Special thanks again to Jillian for securing the funding, and Steven for installing these for the school.

**Family Fun Night**

Family Fun Night will take place on Friday 6th September 5.30 – 7.30pm. This is not a fundraiser. It is to welcome new families. The theme to be decided by bairns tomorrow and details will be sent home. We will operate the same format as last year. Parents to provide the food, and the staff will organise the games. Set up for the event will be on Friday at 3pm. Helen will get the juice. Food provided as follows:

P1/2 – Bairns savory

P3/4 – Bairns sweet

P5/6 – Adult savory

P6/7 – Adult sweet

**Family Engagement Night**

It is planned to have a Family Engagement Night event in February 2025. This is a bi-annual event. Everyone has been asked to think of ideas and it will be discussed at the next parent council meeting.

**Parent Comments**

Chris raised the issue of school closures due to weather and under which circumstances the school could remain open. Helen explained that a ‘blanket closure’ means that all schools are closed and this is a decision taken by the authority. If there is no power in the school it is not allowed to be open.

**AOCB**

School trips - Planning a school trip in June to Unst, possibily an overnight stay the youth hostel. This has not been shared with pupils as it is in the very early stages of planning.

All class trips out last year went well.

Active Start Breakfast Sports club has started on Wednesday mornings

**Date of next meeting**

The next meeting will take place on Thursday 14 November 2024 at 7pm.

EGM for election of Chair Person Wednesday 11th September at 7pm in the library at Hamnavoe Primary