**Minutes of the Dunrossness Parent Council meeting**

**1st November 2016**

**Dunrossness Primary School**

Present: Janine Johnson (Chair)

Jayne Anderson (Treasurer)

Cheryl Geldenhuys (Vice-Chair)

Anna Mainland

Emma Graydon

Andrea Henderson (Head Teacher)

Fiona Henderson (Teacher Representative)

Janette Budge

Sally Ritch

In attendance: Cllr George Smith

Janine welcomed everyone to the meeting. Fiona Henderson was attending as Teacher Representative. Janine advised that a candidate had come forward for the position of Clerk to the Parent Council and an interview would be conducted shortly with the hope to have a clerk appointed in time for the next meeting.

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| 1. **Apologies**

Apologies were received from Cllr Billy Fox and Margaret Birrell.1. **Minutes from 6th September 2016**

The minuteswere proposed by Sally and seconded by Anna, with one minor revision: include the name of Howdens, the company that Kevin Byrne McCombie works for and which donated £250 to the school netball club.1. **Matters Arising/Action Points**

Janine advised that she would come back to this at a later point during the meeting.1. **Head Teachers Report**

Andrea circulated a copy (attached) and read out the content of the report. There was a small error under the heading Parent Lunches/Class Assemblies*.* **Primary** **2** parents were invited to lunch on 18th November. Andrea also distributed the results of the recent consultation on homework which would be sent out to all parents/carers via e-mail and would also be available on the school blog.1. **Financial Report**

Jayne circulated a copy of the financial report (attached). There was no real movement on the account, with no cheques having been written since the previous meeting. The process of changing signatories to the bank account was proving somewhat difficult, but Janine would progress that in consultation with Jayne. The account showed a healthy bank balance (approx. £5,000). There was some discussion around reporting back to parents on how money raised through fund-raising would be spent. The Pupil Council had come up with the idea of flooring the swimming pool to make an indoor play area and this work was to be carried out soon. Other ideas included buying more iPads for the school, as well as picnic tables for the wider community to use and a horizontal wall.1. **Parent Council Training**

Janette had attended a recent Scottish Parent Teacher Council training session, along with two parent council members from Whalsay School and one from Sound Primary School. It was a good, interactive training session. Janette summarised some of the issues discussed as follows:* Whalsay Parent Council have a Parent Council member from each class. Whilst the Dunrossness Parent Council currently had a good mix of parents from different classes, it was good to keep this idea in mind or write it into the constitution.
* The training session had a raft of leaflets available which could be used/adapted by parent councils as they were not copyrighted.
* The Scottish Parent Teacher Council could provide match funding for large-scale projects which was worth keeping in mind.
* Communication with parents was also discussed and the subject of literacy amongst parents was raised. It was suggested that rather than only issue written letters at the beginning of each term, a video could be made with the content of the letter being read out by pupils which could be shared on the school blog/facebook page.

It was suggested that the Parent Council should write a letter to parents/carers inviting their suggestions for improving communication with parents and asking for ideas about how better to engage with parents. It was also suggested that if the parent council was struggling to get parents to attend meetings, parents could attend as ‘virtual’ members, either via Skype or Messenger. That idea could be included in any letter that was sent out to parents from the Parent Council.The idea of a Parent Council Newsletter was also discussed. There had been newsletters previously. In addition, improvements could be made to the dedicated noticeboard in the school reception to engage better with parents. Minutes could be distilled with bullet points/headlines to encourage parents to read them.1. **Scottish Government consultations**

There were numerous Scottish Government consultations ongoing currently, and two consultations in particular were highlighted as requiring a Parent Council Response:1. **Empowering Teachers, Parents and Communities** to achieve excellence and equity in Education and
2. **A Blueprint for 2020**: The expansion of early learning and childcare in Scotland.

Responses on these consultations were due on 6th & 9th January 2017 respectively. The questions were too in-depth for discussion at a Parent Council meeting so Janine suggested that these be taken forward by a focus group. George would check with Audrey Edwards whether any input/guidance could be provided by Hayfield House staff to assist parent councils in responding to the consultations. Janine would also check whether there were any planned Bi-annual meetings of parent councils as these were usually held in November. This could be an opportune time to discuss these consultations with all parent councils.1. **Parental engagement**

At a recent social gathering with Parent Council members organised by Janine, some ideas were discussed on how to improve engagement with parents:* **Organising a winter warmer event** (similar to those organised by Whalsay school) to celebrate musical talent/achievements in the school. The school had organised the Music Mayhem event following the Schools Music Festival and it had been a successful event which had raised funds.
* **Providing parents with business cards** with the Parent Council contact details and a brief overview of the role/remit of the Parent Council to raise awareness of the Parent Council. Janine had progressed this and circulated a proof. An initial 100 cards were being printed which it was agreed would be distributed initially to Nursery parents and then phased through the school.
* **Organising a ‘Bring your Grandparent (or any guardian) to School’** event. It should be an informal event, with a view to organising it before Easter. A sub-group could take the idea forward.
* Using money raised through school fund-raising events to improve/enhance the outside playground area. The idea of having a friendship bench was popular and also getting a steering wheel fixed to the harled wall (the Playdale catalogue was a good place to look for ideas).
1. **AOCB**
* **Parent evening crèche provision -** Parents on crèche duty at parent evenings would need to be PVG checked. This would have implications for drawing up the rota of parents. It was agreed to discuss this at the next meeting.
* **Parent Council Christmas disco** – the Christmas disco organised by the Parent Council was popular and it was agreed to run it again this year. It would be held on **Wednesday 21st December** from 6.30-8.00pm for P1-P4 and from 8.00 – 9.30pm for P5, 6 & 7. An email/letter would be sent out to parents nearer the time and Janine would send an e-mail asking for parent volunteers to help on the night.
* **Shetland Place Standard meeting –** George Smith advised members of a meeting which was being held on Thursday 3rd November at Cunningsburgh School to discuss the Shetland Place Standard for the south mainland. Parent Councils, Community Councils, Councillors, Community Development companies were all invited to discuss top priorities for the south mainland (ie public transport, health & social care, work and the local economy, schools, community halls, playparks, pubs and cafes, etc). Janine would try to attend.
1. **Date of Next Meeting**

The date for the next meeting to be held on 7th February 2017.All meetings take place at 8pm in the Dunrossness Primary School staff room and everyone is welcome to attend. | **Actions****Andrea****Janine/Jayne****Andrea****Janine/new Clerk****New Clerk****Focus Group to be determined****George****Janine****Janine****Sub-group TBC****Emma****All****Andrea/ Janine****Janine** |

Head Teacher’s Report to Parent Council 01.11.16

School Roll. Our current school roll is 107 children in the Primary and 24 children in Nursery which is quite healthy. We have 4 children scheduled to start in primary before Christmas and there are still a few more Nursery children due to start over the next few months.

Parental Involvement:

Parents’ Evenings:

Parents’ Evenings in October were successful with an excellent attendance rate. Parent Council helped at both evenings by providing crèche facilities in the hall. This was well attended, although at one stage it was very busy with only 1 parent on duty! There was a new signing in and out procedure which really minimised the children wandering through the school. We will add this to the next letter to support with this initiative.

Homework Consultation:

The results of the consultations were largely positive so we will continue with no formal homework again this term. We will give suggestions and the curricular overviews details what is happening in each class. The children are all really positive about the homework but some concerns were raised about secondary so we will arrange for a S1 pupil to talk to the P7s at transition time.

**Celebration Assembly**

This was a really successful morning with lots of families in attendance. The positive feedback was welcome and we will now have an open celebration assembly once per term so families can come in and celebrate with us. I have included the dates of all celebration assemblies on the term dates letter so that parents are aware when pupils should bring in achievements from home.

**Bullying Policy**

We have started work on our anti-bullying policy. We had a whole school co-operative learning afternoon with pupils in mixed age groups of 4 from their house teams. We started work on the Dunrossness definition of bullying which we will bring to the first meeting. We also had a very engaging assembly on the subject from PC Chris Hardwick. Meetings have not been set as yet as we do not have many parent volunteers. PC Hardwick will be the police member of the group.

**Parent Lunches/Class Assemblies**

Primary 1 parents are invited to have lunch with their child on the 18th November. Primary 7 have their class assembly on the 9th November.

**Term 3 – Wider Achievement Clubs**

We are planning to give Thursday afternoons across to ‘Wider Achievement’ and hope to have a wide variety of activities which pupils can opt into for blocks of 3 or 4 weeks. I have been in contact with some partner agencies but would still welcome ideas/volunteers.

**Scottish Government Consultations**

**There are a number of consultations underway at the moment. There are many changes happening in Scottish education at present and the timescales are quite tight.**

* **Care Inspectorate consultation on the care standards. This is the governing body for our nursery and out of school club.**

‘We warmly invite you, and the network of people you work with, to take part in the Scottish Government's public consultation and help shape the future standards and expectations of health and social care in Scotland. For full details of the draft Standards, a consultation pack and questionnaire, please visit our website: [www.newcarestandards.scot](http://www.newcarestandards.scot)’

* **Review of the Scottish Schools Parental Involvement Act 2006 - Professionals Call for Evidence**

‘As part of this we welcome your views on all of the above in this open call for evidence.
Responses can be submitted by email to reviewteam@npfs.org.uk or using the online submission linked to this invitation.   Please feel free to share this throughout your own networks.
This Call is open until the 6th November 2016.   A report will be produced in Spring 2017 which will encompasses this
if you are also a parent we would encourage you to complete the parental view call for evidence which looks at the review from a parents perspective.  More details at <http://www.npfs.org.uk/piactreview/>’

* **Empowering Teachers, Parents and Communities to Achieve Excellence and Equity in Education: A Governance Review.**
* **A Blueprint for 2020: The expansion of Early Learning and Childcare in Scotland. A Scottish Government Consultation.**

Assessments

All P1 children have completed a baseline assessment that has been used to inform teaching and learning and will be repeated at the end of the year to calculate the value added during the year. This year we are also using PIPS for P3,5, and 7. With the introduction of standardised tests in the coming year we thought that this would be a useful transition. The assessments are done online in a game format which children enjoy, with no pressure attached!

Staff Training and Development

Fiona Henderson, Gina Scanlan, Valerie Hughson and I have all undertaken an immersion course in French. This was a fantastic opportunity funded through the British Council and Erasmus. The week long course in our holidays has improved our French language skills but more importantly it has increased our motivation, confidence and enthusiasm for teaching the subject across the school. Plans are beginning to be put in place for an afterschool or lunch time club as well as working towards a French evening, which friends and family could take part in too.

During term 1 and the October In-service, most staff have undertaken mandatory and/or statutory training and have attended other courses that fit both their own professional learning plans and the School Improvement Plan.

Mrs Sandra Hay and Ms Gina Scanlan are leading a Teacher Learning Community in the school to promote co-operative Learning techniques and enhance teaching and learning.

Gina Scanlan is also undertaking ‘Learning for Sustainability: Connecting Classrooms’ through The British Council and The University of Edinburgh and Learning for Sustainability Scotland. This work will further enhance our Kenyan links and work Ms Scanlan does with John Muir, Eco Schools and Nature Friendly Schools.

In addition to all of the above Gina Scanlan and I are attending national training events to develop quality assurance and moderation across the authority.

Visits and Visitors.

We had a busy first term with lots of visits and visitors!

* P6 had sessions from ‘Dr Bike’ and Active Schools to check bikes and deliver bikeability training
* Active Schools also supported our P6 class in becoming Playleaders
* Mrs Fiona Byrne-McCombie and Mrs Ruth Christie continue to run the netball afterschool club
* P7 went on a John Muir day on the 30th August
* Two former pupils returned for work experience
* The Blytheswood Trust came to talk to the children about the Shoe Box appeal
* Hilde Bardell came to talk to P5/6 about Fair Trade
* PC Chris Hardwick spoke to P1/2, P2/3 and P4 about his role in the community
* Bookbug continues on the 1st Monday of the month
* Maria Barclay worked with all classes on Dialect singing
* The P1-4 classes all visited local churches as part of their learning about Our Local Area
* Elaine Skinley visited the P1-3 classes with the ‘Crash Dummies’ to promote road safety
* Elaine Skinley also visited to support our new junior Road Safety Officers, one of the visits had the JRSOs out in the community doing speed checks with the police – thankfully no one broke the speed limit
* P5-7 visited Tesco as part of their learning and took part in the food trail

This term:

* PC Hardwick has delivered an assembly on bullying
* WE (Free The Children) is coming to deliver an assembly and undertake workshops with p5
* Izzy Swanson will be working with Mrs Louise Leslie on our Christmas production
* Netball will continue, with some tournament fixtures too
* P6 and P7 will visit the Littoral Exhibition
* Flu spray is being administered to those who opted in
* Childsmile will support with toothbrushing and the administration of fluoride varnish
* Children in Need afternoon
* Tom Morton is coming to deliver an assembly on Humanism
* Sunday Teas on the 20th November

Thank you all for your continued support.

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| **Dunrossness Primary School Parent Council** |  |  |  |  |  |  |  |  |  |  |
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| **Finance Report** |  |  |  |  |  |  |  |  |  |  |
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| **Meeting - 6 September 2016** |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  | **How the grant for 2015/16 was used** |  |  |
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| Balance at bank per accounts to 31 March 2016 |  | 4,554.19 |  |  | Grant award 2016/17 |  |  | 140.00 |  |
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| Sunday teas advert | ( | 48.96 | ) |  |  |  |  |  |  |  |
| Float for Sunday teas | ( | 400.00 | ) |  |  |  |  |  |  |  |
| Tombola prizes for Sunday teas | ( | 36.78 | ) |  | Independent examiners fee | ( | 50.00 | ) |
| A9 independent examination fee | ( | 50.00 | ) |  |  |  |  |  |  |  |
| J W Gray bits for Sunday teas | ( | 36.48 | ) |  |  |  |  |  |  |  |
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|  |  |  |  |  | To be paid back to SIC |  | 90.00 |  |
| Teas money including float |  | 1,587.90 |  |  |  |  |  |  |  |  |
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| Balance at bank as at 28 Jul 2016 |  | 5,569.87 |  |  |  |  |  |  |  |  |
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| O/S Cheque number 000129 for hall hire | ( | 40.00 | ) |  |  |  |  |  |  |  |
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| Monies ear marked for Breakfast Club | ( | 600.00 | ) |  |  |  |  |  |  |  |
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| Monies unspent as at today |  | 4,929.87 |  |  |  |  |  |  |  |  |

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