



Minutes of the Dunrossness Parent Council Meeting

3rd October 2022

Dunrossness Primary School



Present: Michaela Leask (Chair)
Gina Finch (Head Teacher)
Kathryn Lomax (Vice-Chair)
Sharon Waddell (Treasurer)
Catherine Puxley
Jolene Johnson (online)
Samantha Adamson (online)
Lucy Flaws (online)

In Attendance: Honor Rosie (Clerk).

1. Apologies:

2. Matters Arising/Action Points:

Data Protection – A parent has raised a concern regarding children's names being listed on the school blog and newsletter. Gina assured that only children's first names are included and reported that most parents have consented to photographs being included. Gina requested that any parent who did not wish for their child's name to be included in the newsletter/blog could let the school know so it could be ensured they were not included.

3. Breakfast Club

Michaela reported that the Parent Council had received several queries from parents regarding if and when Breakfast Club might be running again.

- Gina advised that the Out of School club is currently funded by the Shetland Islands Council, who also fund staffing costs for a qualified play practitioner to run the club. The council will not similarly fund a Breakfast Club as it is not considered financially viable, as the amount of children using the service would not generate enough income to pay a member of staff to run the club.
- Gina advised that in her experience at past schools, After School Clubs and Breakfast Clubs were often forced to close, as there was not enough demand to cover running costs.
- The Breakfast Club may have previously been funded by the PEF or attainment fund but Gina stated she was not comfortable using the fund, as it is intended to benefit all children at the school not just those who would use the Breakfast Club.
- The option of staffing the Breakfast Club with parent and staff volunteers was raised, however those present agreed it was unlikely there would be sufficient volunteers to operate a regular service.

- Michaela suggested that perhaps the Parent Council could look into the possibility of funding Breakfast Club. Sam suggested that a poll could be sent out to parents so that the School/Parent Council can better understand the need and how best to meet it. The school will send out the poll to parents to avoid the cost of creating a poll on Facebook or similar.
- It was agreed to continue the discussion of Breakfast club after further information had been gathered.

4. Celebration Assemblies

Michaela reported that a number of parents had raised concerns regarding Celebration Assemblies. In particular, parents are concerned with the ways in which these assemblies impact the feelings of children. Some children feel excluded by the assemblies; others feel anxious, in once case a child who was receiving the award was worried about having their name called out in assembly.

- Gina reported that in general the feedback around Celebration Assemblies had been very positive and that the assemblies are the result of feedback from the children themselves regarding how they wished to see good learning and effort rewarded. Gina agreed that some children do struggle with having their name called out and going to the front and that sensitivity was needed if children did not want to come up to collect their certificate, however it was important not to shy away from celebrating the positive. Gina added that it had been encouraging to see children's confidence increasing as the term progressed and thought it was important to continue to promote this.
- Catherine P shared that the celebration assemblies had been a very positive experience for her child but expressed her concern that the school needed to ensure the assemblies were inclusive for all children. Gina assured that care is being taken to ensure celebration assemblies are inclusive. The focus is on celebrating effort and good learning not attainment or achievement and this is considered on an individual basis taking each child's needs into account.
- Michaela and Kathryn L raised the concern that it can be difficult for children to understand why they are not chosen on a given week and to feel disheartened. Gina explained that teachers are keeping a list of children who have received certificates with the aim to celebrate all children across the year where possible. The peg system is also used in class for positive reinforcement, which allows more positive learning behaviours to be celebrated. Gina added that having the assembly on a weekly basis to allow more children to be celebrated could perhaps be considered in the future.
- Gina agreed to add more information regarding the growth mind-set and celebration assemblies to the newsletter/blog and to continue to seek feedback from the children regarding the assemblies.

5. Update on the Playground

Jolene updated members on status of plans for improving the playground.

- Jolene has spoken to John who agrees it will require quite an extensive plan and is keen to have input as he is aware of what will be feasible and maintainable.
- Jolene advised she was available this week and after the holidays to discuss the children's ideas with them.
- Jolene reported that there was potentially quite a lot of local funding available for the project.
- Gina raised the need to contact a contractor to obtain quotes and suggestions regarding the playground work in order to get an idea of what needed to be done.
- Jolene agreed to reach out to the relevant contact in the council to arrange a meeting confirm what is allowed, what can fit, costs etc. Ideally this meeting would include Gina and John.
- Catherine P offered to take a bigger role in the playground plan to assist Jolene and distribute the workload.

6. Update on Uniform

Michaela provided update to the council on behalf of Gemma McClelland the previous Chair who is continuing to work on the uniform project, which she commenced prior to stepping down. There is no quote at the minute for the new logo or uniform. Gemma has provided images of a sample of two versions of the logo produced by local business LHD. Gemma informed Michaela that the decision has been made to go with these samples. The logo will be printed on hoodies which will be in the school colours and have Dunrossness printed on the sleeve. These hoodies would be available in multiple colours for P7 pupils only.

- Michaela raised concerns that she felt the decision regarding the uniform should be made by the Parent Council. It was agreed that further discussion was needed before proceeding with the order.
- Catherine P expressed that she felt strongly that the uniform must continue to be optional as it was not necessarily the best option for all students.
- Catherine P raised the possibility of having an iron-on logo as was previously suggested so that it could be attached to any jumper, cardigan or hoodie. Sharon raised the concern that the plan to print Dunrossness on the sleeve of the hoodies would highlight who had purchased the 'official' uniform and who had used a patch, it was agreed it would probably be better to avoid this style to prevent unnecessary differentiation.
- Jolene suggested that the Parent Council might be able to fund a badge for each child to make the transition to a new logo/uniform more affordable for parents/carers and remove concerns around cost in the current cost of living crisis. It was agreed that the current uniform would be gradually phased out with no pressure placed on parents to purchase the new uniform or stop using uniform with the old logo.

- All present agreed that a sample would need to be provided before a decision could be made. Gina suggested an informal drop-in with tea/coffee so parents can view samples. It was agreed that having coffee mornings on a termly basis would be a good way to meet parents.
- A date of the 10th of November 9am-11am was provisionally agreed for parents to view samples and Lucy F and Michaela agreed to bake.

7. Fundraising

The options for Parent Council organised school fundraising were discussed:

- Kathryn L suggested holding Sunday teas to raise money for the School. Gina queried whether the amount of effort/organisation required would be relative to the fundraising potential
- Jolene suggested a Christmas Shopping Night, those who had a stall at the event could make a donation to the Parent Council. Catherine P suggested the Parent Council could also have a couple of stalls where all income would be funds raised. Gina suggested the possibility of children making crafts which could be sold to parents at low cost.
- Lucy raised the concern that the current financial climate does not seem like the most appropriate time to be fundraising, she suggested with the cost of living crisis it might be better for the council to put their energy into applying for grants and community funds rather than putting undue pressure on parents to donate. It was agreed that if a Christmas event was held it would be better to take the emphasis off fundraising and make it more of a community event.
- A date was provisionally agreed for the 27th of November, for a community event where the Christmas Hampers donated by each class could be raffled.
- Kathryn L suggested that Mrs Inkster's choir could sing at the event, Honor will email parents with children in P1-4 to invite them to choir again.

8. Head Teacher's Report

Gina raised the issue of winter closures and the need to reconsider and update the cascading system.

- Gina suggested that it would be beneficial to simplify the existing cascading system and reduce the requirement for parents to ring multiple contacts.
- Gina also indicated her concern that the existing system created a GDPR issue by sharing Parent numbers and that if it was to continue consent would need to be obtained to share this information.
- Parent council members raised concerns around the use of email/facebook and internet based channels to notify of school closures in the case of connectivity issues or loss of power which often go hand-in-hand with school closures.
- Gina agreed to look into a contingency plan for notifying parents of closure in the case of loss of power etc.

9. Communication/Continuity Plans in the Case of Staff Absence

There have been some parents raising concerns about how appropriate it is to give the reason for staff absence in the newsletter. Gina has confirmed that this has always been done in conjunction with staff but assured that this approach could be reviewed if it was seen to be an issue.

10. Date of Next Meeting

Date of next meeting agreed as **Monday 16th January 2023.**

Meeting closed at 21:20pm.

Agenda Item	Action	Person Responsible
3	<ul style="list-style-type: none">• Parent Council to produce poll re. Breakfast club• Office to send out poll to parents once ready	Parent Council Honor Rosie
4	<ul style="list-style-type: none">• Add more information re. growth mind-set and celebration assemblies to the School Blog	Gina Finch
5	<ul style="list-style-type: none">• Reach out to contact in council to arrange meeting	Jolene Johnson
6	<ul style="list-style-type: none">• Arrange tea/coffee morning for Parents to view samples• Bake for coffee morning	Parent Council Lucy/ Michaela
7	<ul style="list-style-type: none">• Email Parents in P1-4 re. choir• Arrange possible event for 27th of November	Honor Rosie Parent Council
8	<ul style="list-style-type: none">• Look into contingency plan if winter closure moves to email/Facebook notification	Gina Finch