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Minutes of Meeting Monday 21st November 2022, at Sound Primary School

Attendees	
Tracey Hawkins (TH)	Chair
Karen Manson (KM)	Vice Chair
Thea Groat (TG)	Clerk & Treasurer
Emily McNab (EMc)	Parent Council Member
Claire Reid (CR)	Parent Council Member
Karen Ridland (KR)	Parent Council Member
Kelly Mae Tait (KMT)	Parent Council Member
Jenny Coleman (JC)	Parent Council Member
Lee Stockan (LS)	Teaching Representative
Gail McCulloch (GMc)	Deputy Head Teacher
Neil Pearson (NP)	Local Councillor
Apologies	
Jen Williamson (JW)	Deputy Head Teacher
Elaine Gair (EG)	Parent Council Member
Tony Johnston (TJ)	Parent Council Member
John Fraser (JF)	Local Councillor
Nicola Leask (NL)	Parent Council Member
Ann-Marie Angus (AMA)	Head Teacher
Keiran Groat (KG)	Parent Council Member

Agenda Item

To Action

1. Welcome

TH welcomed everyone to the meeting.

2. Apologies

As above

3. Adoption of previous minutes (dated 14/09/2022)

- Pupil houses to action - points to be covered under main agenda.
- TH to send email to Ocean Kinetics and TG for Sumdog
- Just submitted phase 2 application for garden project
- Cost of living crisis – covered under main agenda
- Constitution has been updated

TH

TH asked for someone to propose and second the minutes from 14/09/22 – proposed by KM and seconded by NP.

4. Treasurer's Report

Report from AGM in August still stands.

5. PC Matters Arising

PC Members Update

- PS Members update to be introduced as an ongoing agenda point – to be actioned
- P2 trip to museum was well received by all involved.
- Acknowledged fantastic effort by school and pupils for Children in Need – enjoyed by all, £389.60 raised.
- Parents had been in touch to say how much they appreciated the open day, nice atmosphere around school and special thanks to SSPC for childcare cover.

TH

5.1 Follow up from PC Parent Survey

Term 1 – meeting in school with GM and AMA, TH & KG attended. Group discussed the survey– get a final draft pulled together.

Keeping breakfast club as an open agenda, NP to meet with School.

NP

5.2 Scottish Attainment Challenge and Equity

Kylie Watson attended the school for a closed PC session on attainment - interesting session which helped to explain what attainment was, and how the aim is to achieve equity of opportunity so pupils can meet their full potential, therefore removing barriers that pupils can face which affect their learning. It was highlighted that the school (and PC) should not avoid doing things because of the attainment gap or cost of living crisis, but to put measures in place to make it accessible to all, i.e. allowing plenty notice for activities with a cost or a 'paying up' schemes. As well as removing the stigma around pre-loved resources by highlighting the eco message, such as the Christmas jumper swap being organised by the Eco Club. Also, looked at impact on staff and how the PC can provide support the school and staff at this time. TH re-emphasised that the PC would be support the school and staff in any way they could. PowerPoint has been shared with group, Shetland statistics included.

6. School Matters Arising

6.1 Cauliflower Cards

Workload on teachers this year has been heavy, school is going to look into why this is. Stressful part was getting orders in/complications with process, things are still being chased up today. Same organisation as last year but seems to be more work this year. TH will look into other options available before next meeting.

TH

6.2 School Improvement 2022/23:

6.2.1 Supporting a Reading Culture

Signed up for Scottish reading schools, school needs to collect data – Gail asked attendees to complete survey at the meeting.

6.2.2 Reading Schools

As part of the Reading Culture in the school, there was a discussion of purchasing book tokens for the school as a Christmas gift from the PC. This had proven difficult logistically and it was agreed that the PC would provide a 'gift voucher' for each class to buy games for their class which encouraged learning (and reading) through play.

6.3 Reporting to Parents/Carers

Feedback at end of year when reporting calendar goes out.

6.4 House Points

House points have always been a thing and any staff member can give out points. Linda keeps track of all points and there are two cups to win at the end of the year.

7. Parent Correspondence

7.1 Nursery Access

TH got email from parent regarding lighting on grassy area. Working on fence just now, NP suggested chips being laid while works are currently going on. GM mentioned that SIC had previously been approached and had said there was already a suitable path around the school and therefore there was no need for a path to be established from the carpark and Oversund Road over the grassy area to the Nursery. NP will ask council again.

KR/NP

KR had received messages from a number of parents asking for a path to the nursery and advised that some parents and carers were not aware that they could use the main school entrance to access the nursery. TH had spoken with Mrs Williamson (DHT) prior to the meeting who advised that an email had been sent out to parent the previous week to highlight that the main entrance could be used as well as the garden gate. GM added that parents should alert staff when they arrive to complete a 'hand over' to staff before leaving their child.

KR to send on correspondence on need for a path to NP

7.2 Weather related access

Parent had asked TH if senior pupils could come through school to leave through main doors due to bad weather. GM confirmed that this can be done but not in large volumes. TH asked if the arrangements that had been in place the previous week during bad weather (using the wing and main entrance doors instead of classroom fire exits) would be the default in poor weather, but GM confirmed it would depend on the wind direction.

Parent dropped off child late and senior door was closed and couldn't get an answer from office. School confirmed that you do report to office for late arrival. TH asked if parents and carers were still required to phone the office before entering the building as the directed by the sign on the door and GM confirmed this was no longer necessary. It was suggested the sign be taken down to avoid confusion.

8. Any other competent business

PC members were asked if using Facebook messenger was the preferred method of communication, and it was – continue to do that.

It was agreed that future meetings will be limited to 1hr 30mins.

9. Date of next meeting

13/02/22 – 6:30pm

15/05/22 – 6.30pm