

**DRAFT MINUTE OF THE TINGWALL SCHOOL PARENT COUNCIL**  
**Held on Tuesday 27<sup>th</sup> April 2021 at 7:30pm via Vscene**

**Present**

Emily van Tonder	Vice Chair
Anna Moar	Parent Member
Toyah Peterson	Parent Member
Joanna Christie	Parent Member
Jade Keenan	Parent Member
Allason Peterson	Parent Member
Louise Moar	Parent Member

**In Attendance**

Cheryl Spofforth	Head Teacher
Dawn Ratter	Clerk

**1. Notice of Meeting and Apologies**

The notice of the meeting was held as read.

Apologies were received from Moraig Lyall and Sam Christey.

**2. Approval of Minutes of Meeting Tuesday 19<sup>th</sup> January 2021**

The minutes of the meeting were approved by Jade Keenan and seconded by Allason Peterson.

**3. Matter's Arising from previous minutes**

**GLOW**

Class blogs will be live by the end of April.

**School Roll and Class Splits**

There are 12 pupils due to start P1 in August. There will be four classes in the new academic year with a P1/2 class with 20 pupils, a P3/4 class with 23 pupils, a P4/5 class with 23 pupils and a P6/7 class of 15. This will bring the current P2 class back together which will be lovely but unfortunately will mean splitting the current P3 class. This is unfortunate as this class has been split before but Cheryl assured parents all aspects would be taken into consideration when choosing the pupils for each class. There will be no staff changes this year.

**PE**

PE can be taught inside from Monday 26<sup>th</sup> April. As the hall is still being used by the Early Years indoor PE lessons will only commence in Tingwall from Monday 10<sup>th</sup> May.

**Instrumental Instruction**

Instrumental Instructors are still only allowed to visit one school per day, therefore instruction is currently a mixture of remote and face to face lessons. Guitar lessons are happening in school each week.

**Student Teacher**

The student teacher, Lois Paul never made it back into school due to COVID restrictions. She did managed to connect in remotely to the P4/5 class. The school has been allocated a new student teacher, Caroline Leask in the P5/6 and she will be in until the 4<sup>th</sup> June.

#### ELC Extension

The internal works were completed last week so this will be the pupils last week in the Tingwall Hall. The Early Years will then be closed for 5 days while staff arrange the move back into the building. The Early Years will reopen in the newly refurbished classroom for pupils on Monday 10<sup>th</sup> May, subject to building control and care commission approval. It is looking really good inside but there is a lot of changes and a lot of storage space has been lost. They are getting all new furniture which has been purchased through central team funding. With the new extension, it has opened up the internal space which has increased the number of pupils that can attend from 24 to 32. From August 2021, the setting will be full with 32 pupils and a waiting list. Alina Murray is leaving her post in the Early Years which will create a full time Support Worker vacancy. This post will be advertised by the end of next week.

#### Garden Area

The P6/7 class have done a really good job of clearing the garden and burn areas. They have spent time working in groups designing a garden in class and are going to work on this over the next few weeks. They are in the process of building a circular seating area with tree stumps for seats. They were also thinking about embedding some tyres around the area and planting some grass/plants/flowers in these.

#### Remote Learning

A short questionnaire has been issued to all parents through MS Forms to give parents a chance to comment on their experiences of remote learning.

### **4. Parent Council Matters**

#### Playground Area

The car/trikes that the Parent Council installed in the playground have been destroyed in the recent episodes of vandalism in the playground. These will need to be removed, holes filled in and covered with grass seed. Parent Members will discuss this over the Messenger chat and organise a plan.

**ACTION: All Parent Members**

#### Carpark

Emily and Louise have tried several times to contact Neil Hutchison from Roads Department but have had no replies. Cheryl has tried emailing Neil as well but received no response. Cheryl will try forwarding emails to Dave Coupe to see if this can be moved forward and what advice they can offer.

**ACTION: Cheryl**

### **5. School Report**

#### Recruitment

There is a current vacancy for a Learning Support Worker/Supervisor to replace Brenda who got the full time Learning Support Worker position. There are two Learning Support Workers who have requested to reduce their hours so recruitment processes will be carried out to try and recruit to these vacancies.

### Consultation with Parents

Cheryl will be putting out questionnaires to parents, one on homework and one relating to the school value, visions and aims. The vision, values and aims was last updated in 2016 and with the nursery joining the school it would be a good time to look at this and refresh this.

### Transition

P7 are getting a visit to the AHS and one timetabled day. It is a lot less than in previous years due to the restrictions in place. There is a really good tab on the AHS website which includes some video clip tours of the school. Cheryl is having meetings with P1 teachers regarding the transition into P1. The advice from the Local Authority is to continue with the outdoor transition. Cheryl said they are still unable to have parents in the school but they would hopefully be able to invite small groups of parents into the playground. They are going to create a virtual tour of the school/classroom for parents to share with the children. There will be a virtual information evening for all P1 parents. Connie will spend a day in the nursery with the children so they can meet her before the end of term.

### Funding

Viking Energy have created a Viking Community Fund with £50,000 available to each Community Council. Cheryl asked if anyone was aware of any bids that have been put forward to the Community Council. Cheryl said they would love a strong polytunnel that can be padlocked for the nursery and the school. It would be used as an outdoor classroom. Cheryl also wondered if this fund could cover any of the carpark improvements which would benefit the whole community. Cheryl will email Moraig for further information on the funding.

**ACTION: Cheryl**

### Garden Maintenance

Cheryl said there is a list of jobs that needs doing. It is difficult at the moment as they can't have an open day/evening together to work through these. Cheryl wondered about posting up a list of jobs that parents might volunteer to do a few. Missy and Paul Mullay have offered to paint the play shelter. The school would purchase the materials and have these ready of anyone willing to help. Parent Members suggested putting it to the wider community through the hall Facebook page or the Community Council page. Cheryl create a list of all the jobs and share with Parent Members.

**ACTION: Emily**

An email has been received from Catriona and Aidan who live next door to the school regarding the recent episodes of antisocial behaviour in the school playground over the weekend. They have made a proposal to pay for or contribute towards a fence being made to block off the gap between the multicourt and their garden. Cheryl has contacted Graham Glennie, Building Services to see if they can help with fence costs and also Magnus Malcolmson, Sport & Leisure to see if he has any available funding to help with blocking of the area around the multicourt. Cheryl said they would definitely support Catriona and Aidan with putting a fence in place. Cheryl has also spoken to Andrew Mackenzie, Community Police Officer and asked

for them to drive passed the school over the weekends to keep a presence around the area.

Jade has spoken to Annette from the Tingwall Youth Club and they would be willing to contribute towards CCTV if that was an option. It might be an option to ask the Youth Club to contribute towards the cost of the fence as well. Louise suggested asking the Neighbourhood Support Workers to make an appearance in the area at nights/over the weekend.

## **6. Treasurer's Report**

The available balance in the bank account is £108.44. An admin grant of £120.00 has been approved for 2020/21.

## **7. Review of the Action Plan**

A discussion was held on what the role of the Parent Council is. Previously the Parent Council have been involved with fundraising and improvements to the playground. Also, helping to try and sort the car park area. Parent Members suggested creating a letter to the parent forum to explain the role of the Parent Council and invite them to come forward with any suggestions/concerns or anything they would like brought up at a meeting. Emily will make a start to the letter and share with the Parent Council for comments.

**ACTION: Emily**

The points in the action plan relating to the questionnaire on helpers/volunteers were removed and the plan was agreed.

## **8. AOCB**

### Sensory Room Funding

Sam applied for funding to the Community Council for the Sensory Room. Cheryl provided estimates to Sam for costs which would be around £5,900. Allason said she has seen in the Community Council minutes that the Tingwall Primary School has been awarded over £1,000 towards the Sensory Room.

### Class Splits

Parents asked when letters would be sent out to notify parents of the class splits. Cheryl advised parents would be notified in the next few weeks but the final decision would only be made after the long weekend at the end of May. Parents noted some concerns and disappointment over the current P3 class being split again and asked if they can be informed before pupils are told so that are in a position to comfort any upset pupils.

## **9. Date of Next Meeting**

The date of the next meeting will be on Tuesday 7<sup>th</sup> September 2021 at 7.30pm.