

**MINUTE OF THE TINGWALL SCHOOL PARENT COUNCIL Held  
on Wednesday 27<sup>th</sup> April 2022 at 8:00pm via MS Teams**

**Present**

Emily van Tonder	Chairperson
Louise Moar	Vice Chair
Toyah Peterson	Parent Member
Alicia Hunter	Parent Member
Maurice Jamieson	Parent Member
Anna Moar	Parent Member
Joanna Christie	Parent Member
Sian Cowie	Parent
Ruth Black	Parent
Suzanne Talbot	Parent

**In Attendance**

Cheryl Spofforth	Head Teacher
Dawn Ratter	Clerk
Moraig Lyall	Councillor

**1. Apologies for Absence**

Apologies for absence were received from Allason Peterson.

**2. Approve the Minutes of the meetings held on 20<sup>th</sup> January 2022**

Emily will email Dawn the attendance report from MS Teams to check the member's present list on the minutes.

**ACTION: Emily/Dawn**

The minutes of the meeting were approved by Louise Moar and seconded by Toyah Peterson.

**3. Matter's Arising**

**School Capacity & Learning Estate Strategy**

Shona Thompson, Executive Manager - Learning Estates has been to the school for a visit. Cheryl has received the summary report following the suitability assessment visit and will arrange a time to meet with Emily and Louise to go through the report in detail. The assessment, based on the current roll, rated the school as an overall B rating. The school roll is due to increase to 97 pupils next year. Cheryl has reinforced to James Johnston, Quality Improvement Officer that the projected school roll will need to be monitored very closely.

**ACTION: Cheryl, Emily & Louise**

**Internet Safety**

Cheryl has been trying to contact Adult and Child Protection Services to arrange an Internet Safety event for parents. Kate Gabb has been in contact to say they have been very busy lately but Rona should be in contact shortly.

**Communication Tools/Class Blogs**

Cheryl has discussed the use of learningjournals.co.uk with nursery staff but they have decided to continue with the current learning journals at the moment. The current journals have been highlighted as best practice by HMiE. Pupils can access

the journals themselves, share the responsibility of them and take ownership of their own learning.

The DPIA for GroupCall is sitting with Legal at the moment. Tracy Langley is awaiting confirmation that this will include the Xpressions app. Tracy informed the school that the ambition is to have a trial set up for at least one month with evaluations sought and hopefully implementation and training for all schools for the start of the new school year. Tingwall will be participate in the trial.

#### Polycrub

The Polycrub funding application has been submitted.

### **4. School Report**

#### COVID

The school was adversely affected by COVID last term and the majority of pupils were struggling with the length of the school day by the end of term. Teaching staff had to be incredibly resourceful and find different ways to present their teaching and learning to meet the individual needs of pupils. This included more visual learning, learning through play both indoors and out, providing comfort breaks and brain breaks when changing between activities. COVID remains to be present amongst staff and pupils this term. Staff who are returning to work from being absent with COVID are feeling more fatigued.

All class bubbles have now been removed but other mitigations are still in place e.g. staff wearing masks, keeping 1m distance, sanitising, etc. As things move forward with living with COVID, the school will continue to plan outdoor events which parents will be invited to, such as the nursery graduation, an afternoon showcasing the pupils drumming skills, leaver's assembly. Sports day will also go ahead this year.

#### P6/7 Residential Trip

The school are hoping to plan a residential trip for P6/7 to Voxter similar to last year.

#### School Open Event

Cheryl is hopeful they will be able to arrange an opportunity for parents to come into the school to meet the teachers and have a look around pupil's classrooms this term. All indoor events require an updated risk assessment and a business case which needs to be presented to Children's Services.

#### Queens Platinum Jubilee

The Government is offering a free gift of a commemorate book to all children in primary school.

#### Anti-social Behaviour

Everything is back to normal in the playground after the weekend of anti-social behaviour. This is really inconvenient for the school with no janitor support to help put everything back in place and tidy up the area.

### **5. Parent Council Matters**

#### School Photos

The school are hoping to arrange school photos this term.

### Glass Mess – Bottle Bank

Parents have been in contact with the SIC to arrange the collection and the bottle bank has been emptied this afternoon.

### Gadget Day

Some parents have been in contact with the Parent Council to note they do not agree with the school having a gadget day and they feel pressured into allowing pupils to take expensive equipment into school. Cheryl confirmed there has never been a gadget day at the school. This seems to be a term that has been invented by pupils. It was traditionally an end of term free choose activity day, where pupils were allowed to bring something in from home on the last day of term, preferably a board game, a toy, etc. However, more and more pupils are bringing in electronic gadgets but this has never been promoted by the school. The principal is to bring in a fun activity from home. Emily asked if it would be possible to send a note to parents to explain, rather than the pupil relaying the information to parents.

### Films

A parent has been in contact regarding concerns around films being watched in school without providing notice or asking for parental permission. Some parents feel they would like to watch some of the more recent films as a family. Cheryl explained that films and short clips provide a valuable resource for pupils in school, especially with the ease of accessing these now. A lot of these are linked to visual literacy lessons where they might read a class novel, watch the film and have an exercise on the similarities and differences between the book and the film. A particular theme in a film might be used for listening and talking lessons to inform and promote discussion and debate. Films might also be used to help children understand what life might have been like in the past e.g. Goodnight Mr Tom during a World War II topic. The Inside Out film is also a really good resource for Health and Wellbeing, exploring feelings and emotions. More and more of the pupils are visual learners and the use of films and short clips can help them to understand and retain information easier. There are also occasions where films might be used as a reward, it might be voted on as class where they have achieved a target. Films can also be used in golden time or for inside playtimes. The teachers map out the learning of films across the curriculum, and this is all pre-planned. Cheryl realises some of this information hasn't been shared with parents and has asked all staff to include the names of any films in the curriculum overviews. However, some of these do come up at short notice and it is not always possible for this to be communicated with parents beforehand. Cheryl also noted that if there was ever something parents did not want their children to watch, to let the school know. The school are trying to make use of the learning tools available to them. A lot of teachers will use the educational website 'Into Film' which provides educational packs that link into films. The up to date and current films help to engage the pupils.

### Strand Gate Puddle

Louise has contacted the Roads Department to repair the puddle at the Strand gate.

### Football Goals

The Parent Council were unsuccessful in their funding application for football goals. Louise is going to liaise with the Youth Club to see if they could take this forward as a joint project and look into alternative funding.

**ACTION: Louise**

### Parent Feedback – Where the school is doing well

Emily noted some of the positive comments received in the recent parent feedback survey. Some of these included comments around:

- Nursery staff always being willing to listen and find solutions to make things more positive.
- Parents were happy nursery children were spending more time outside.
- Staff are amazing, warm and friendly.
- The parent council are very interested in parent concerns.
- Very good regular updates and emails from the school.

### Staff greeting P1 pupils at front door

There was a parent query received asking if it would be possible for staff to meet some P1 pupils at the front door who may be anxious arriving at the school in the morning. It was noted that the older pupils are really good at helping and encouraging children into the school. Cheryl added that if a particular child was having difficulties entering the school, she hoped the parent would be in contact with the teacher directly. This would then be fed back to the school management team and might need further discussion with the ASN team to see if any additional support could be put in place to support the child. It was also noted that the Parent Council forum is for everyone, but there are particular topics that should be raised with class teachers, in the first instance.

Cheryl noted that although they are still not encouraging parents to come into the school, if a particular child needed a little more support from a parent to enter the school, they would not be adverse to this.

### Cyber/Social Media bullying

A parent asked if there was anything the school could do around raising awareness on cyber/social media bullying, particularly for the P6/7 class. Cheryl advised this is a topic covered in school each year as part of Internet Safety Day in February and is included in the Health and Wellbeing topic for P6/7 in the summer term. The school haven't been aware of any current issues but would definitely address the topic if they were aware of any.

### CCTV for School Grounds

There has been an enquiry around the possibility of installing CCTV following the recent vandalism and trouble in the playground area. Cheryl has been in contact with Kristen Johnston, Legal Department following the last meeting for advice on the legality of installing CCTV in the school. It is a complicated process. If the Parent Council were to purchase the equipment, there would need to be considerations around the purchase of the equipment, installation, ongoing maintenance, purchase of the software, etc. If the money is available and the Parent Council want to go ahead with the purchase, they would need to check with the ICT department to ensure the equipment is safe to use alongside the Council's ICT systems. A Data Protection Impact Assessment (DPIA) will also need to be completed to cover all the data issues of the CCTV system e.g. how the cameras are positioned to avoid any private homes or gardens, signs for the public, communication with staff, pupils and parents, a new privacy statement, communication with the local community, how long images will be kept, how do you respond with people who request to see the footage, etc. Kristen will push for an update on the Central CCTV Project which was to run across the council. If this moves forward it might make it easier for schools to install systems.

Louise enquired about the mobile CCTV unit from her work but this is also bound by DPIA. Louise will ask the NSW's to carry out some patrols around the area at night/weekends. Cheryl has contacted the community police officer again and asked for some patrols.

#### Fly Tipping

A parent has expressed concerns around the pallets, tyres, nails in the school area and asked if this is a result of fly tipping. Cheryl informed parents that the pallets were being used by P6/7 last term for a project. These were stacked up next to the shed but have been destroyed by the recent anti-social behaviour in the area. The tyres are very needed for outdoor play for pupils. Some of these will be filled with sand, gravel and soil for play and planting. It is really difficult to get the balance right, as resources need to be provided for pupils to do the outdoor play which is promoted by Education Scotland. Janitors from Anderson High School have been out on Monday and cleared away the rubbish from the area.

#### Nursery Queries

Emily and Louise attended a meeting on Monday with some nursery parents which covered most of the queries. The group will meet to go over the information received at the meeting and will feedback any further queries to Cheryl. Cheryl noted staff are always happy to answer queries and advised any parent who has any concerns or questions to phone or email the school.

**ACTION: Emily/Louise**

#### Fundraising

The bonus ball fundraiser raised £500 for the Parent Council and £500 will be given to the winner. An application was submitted to the ZET Fund for playground markings and boards but this was unsuccessful.

There was a discussion of arranging a possible fundraiser or social event to be held this term. Cheryl said she would be conscious of asking parents for money in the current climate with increased costs of living and feels that recent bonus ball fundraiser has raised a good amount of funds. The parent members will have a discussion about organising a family night in the hall to bring the community together.

**ACTION: Parent Members**

#### Grant Application updates

A grant for sensory room equipment was successful and all items have been ordered. Cheryl said everything has been unpacked and checked but not set up yet. The school have received additional funding to order some soundproof boards for the room and are waiting for the installation of these boards before the room will be functional. Cheryl said they are very appreciative for all the resources.

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

The balance in the bank account as at 23<sup>rd</sup> March 2022 was £179.16. The grant underspend for 2021/22 is £110.

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

The Action Plan was agreed by all members present.

## 8. AOCB

### Format of future meetings

There was a discussion on the format for future meetings and whether these should be held in person at the school or continue on Teams. Emily/Louise will consult with parents prior to the next meeting in September.

**ACTION: Emily/Louise**

Suzanne noted communication is key with the nursery and primary and she believes if more parents were involved with the parent council they might have a better understanding of things happen in the school. She has gained a greater insight into how things happen and are dealt with by attending the parent council meeting.

### Cheryl's Retirement

This will be Cheryl's last parent council meeting prior to her retirement in at the end of term. Cheryl is excited to see what the futures holds but has really enjoyed her time at Tingwall. She thanked the parent council members for all their support to the school. The current parent council office bearers, Emily and Louise especially for all the time they have invested in the school and all the fundraising they have been able to access. Having a strong and proactive parent council is really supportive to the school and head teacher. Emily thanked Cheryl, and noted she has been a pleasure to work with and will be a huge miss to the school. All parent members wished Cheryl all the best for the future. Cheryl said she will be joining the supply list and hopes to be back in the school to see the pupils in the future.

## 9. Date of Next Meeting

The AGM and next meeting will be held on Wednesday 7<sup>th</sup> September 2022.