

**Whiteness Primary School Parent Council AGM held at the Whiteness Primary School & Microsoft
Teams on 4th December 2023 at 7pm**

Present:

Darren Silver (Chair)
Sue Marshall (Treasurer)
Rachel Colclough (Head Teacher)
Paula Somerville (Clerk)
Stewart Somerville (Parent Member)
Diane Forsyth (Staff Member)
Monica Moncrieff (Vice-Chair)
Dawn Smith (Parent Member)
Catherine Hughson (Councillor)

Apologies

Moraig Lyall (Councillor)

1. Welcome and Apologies

Darren welcomed everyone to the meeting. Apologies were noted from Moraig Lyall.

2. Approval of Previous Meeting

The previous minutes from the meeting held on 8th May 2023 were approved by Sue and seconded by Diane.

3. Matters arising from previous meeting

- Stewart and Sue to be added to the distribution list. *Action – Paula to complete.*
- Rachel requested an up to date list of committee members. *Action – Paula to complete.*
- Darren advised that Kathleen Kent will make contact with Paula regarding her new role as clerk.
- The newly established crossing patrol was discussed. Some members of the group felt the timing of the patrol did not best suit pupils/parents. Rachel stated she would send out a survey to parents requesting them to advise what ten minute time slot would suit them best. – *Rachel to action.* Rachel added if the Crossing Patrol Office was off work she would attend in her place.
- Darren thanked Catherine on behalf of the pupil council for her support with the road safety issues. Catherine thanked Neil Hutcheon and his team at Hayfield for their support and she is delighted there is a resolution.

4. Head Teacher's Report and SIP

The report was shared with all attendees. See report detailed below:

Head teacher report to Parent Council Dec 2023

Leadership and Management

- We have a full complement of teaching and support staff
- Our 2023/2024 School Improvement Plan and Early Years Plan have been shared with parents.
- School support staff were on strike in September 2023- this meant the school was closed to pupils for 3 days- all teaching staff were in school during the strike working on school developments along with any non-striking support staff.

- We have an S6 student completing her Primary Leaders experience. She works with children in P1-5 every Thursday morning, under the direction of the class teachers.
- We have a MA 3rd year student working in P12 on placement for 5 weeks in term two.
- Through term two we have re- composited the P3 year group, due to space coming available in the P345 classroom. We now have a P12 class and a P345 class- with P3 no longer split.

Learning provision

- Our Early Years into P1 transition went well before the summer holidays and our P1 pupils have been in school for full days since the start of term.
- We have enjoyed welcoming our toddlers into Early Years for Stay and Play sessions last academic year and will continue through this session.
- We reported to parents though our open afternoon in May 2023 and through our end of year reports in June 2023.
- Pupils enjoyed a tour from our instrumental instructors and this resulted in some additional children taking up learning an instrument from P4.
- P7 transition to the AHS took place with 2 timetabled days.
- Pupils visited their new classes during our Moving Up morning.
- P5/6/7 have almost completed their 6 week swimming block.
- The Navy visited the school to present to our P7 pupils from Whiteness, Tingwall and Nesting. All children part in problem solving STEM activities.
- Our new Inclusive Committees started to run from term two, this is an idea from the pupils to enable all children to be in all the committees. The new system is working well.
- Early Years parents and new parents form the Toddler Group, came along to a Stay and Play session in Early Years last week.

Successes and achievements

- We held our annual Love Learning Love Life Day in June 2023- with all pupils from EY to P7 performing.
- P6/7 took part in the Hockey Festival in Brae.
- P7 enjoyed their overnight Voxter trip in June.
- P6/7 took part in the Shetland Celebration of STEM.
- Pupils performed during our Music assembly in Term 4
- Our JRSO's presented at the Town Hall.
- We held our leavers assembly in June 2023.
- Pupils participated in our annual Sports day before the end of term.
- We held our annual coffee morning at the end of term one, families were invited to take part in "learning through play" activities. We raised £135 for our school fund.
- All P5 pupils are completing a block of training with Active Schools to become Young leaders.
- Three of our P7 pupils laid the wreath at the war memorial during Remembrance Day.
- We raised £331.29 for Children Need in November.

5. Treasurer's Report

Sue will take on the role as treasurer. Darren confirmed he has passed Sue some of the treasurer's duties however he is still to complete a full set of accounts and then hand this over.

Sue will become a signatory on the account. The closing balance of the account on 11/08/23 was £2254.46.

6. AOB

Fundraising ideas were discussed. Ideas included a fun day, a community event in the evening, a games evening and a movie night for children. The group were keen to progress with the idea of a movie night in the local hall. Darren advised he would donate a screen. Monica agreed to contact the hall regarding dates, get a price for hiring the hall and also check what dates would suit children best. *Action – Monica to complete.*

The parent council confirmed they would provide refreshments at the school Christmas concert. There will also be a raffle to raise funds for the parent council. All members of the group agreed to get two to three items to add to the raffle. A donation box will also be at the concert. It may be beneficial to have details there regarding how the pupils would intend to spend any funds raised. *Action – Rachel to complete.* A discussion was held regarding setting up the hall prior to the concert and also cleaning up at the end. There is a Facebook group set up for committee members to discuss plans in more detail.

Rachel queried if the committee had discussed the information detailed in letters from pupils regarding items they feel would enhance the outdoor learning spaces. Paula advised she will share these letters with all members of the committee and this can then be discussed in more detail.

Attendees had no further points to raise.

7. Next Meeting

The next Parent Council meeting will be Monday 12th February 2024 at the school and on Microsoft Teams.

The next meeting following the meeting in February will be Monday 13th May 2024.

Darren thanked everyone for attending and the meeting was closed.