



## Minutes of Meeting held 17<sup>th</sup> September 2020

### Agenda Items:

1. Welcome and Apologies
2. Approval of Minutes from previous meeting (11th & 18th June 2020)
3. Actions from previous minutes
  - a. Polytunnel Fencing
  - b. Remembrance Garden
  - c. Project Playground
  - d. School Entrance Signage
  - e. Fundraising/Counting Cash
4. Treasurers Update
5. Head-Teacher Update
6. Fundraising Group Update
7. Covid wet weather arrangements / Hall and storage space
8. GDPR Policy review
9. Windfarm grant application / Bike Shelter / Outdoor Gym
10. P7 Experience
11. Facebook page
12. Correspondence
13. AOB
14. Dates of Future Meetings

## 1. Welcome & Apologies

### Present:

Emma Carter (Chair)	Andrew Buchanan (Member)
Anneli Spence (Secretary)	Rona Lockyer (Member)
David Williams (Treasurer)	Susan Henderson
Joanna Falconer (Vice-Chair)	Lorraine Slabbert (Head)
Alison Webster (Member)	Ruth Allan (Depute)
Morag Sorbie (Member)	Shirley Gallivan (Depute)
Alison Barron	Alison Bonner
Jennifer Anderson	Kerry Morrison
Ruth Bland	Susan Morris
Diane Jack	Brydie Mclernan

### Apologies:

Kirsten Rodger (Member)	Lauren Freckleton (Member)
Laura Whyte	Helen McLean

Emma welcomed everyone to the meeting and explained that it was being held as a virtual meeting over Google Meet due to the current social distancing rules. Emma extended a particular welcome to those who were joining a Parent Council meeting for the first time.

2. **Approval of Minutes:** Minutes approved by all.

### 3. Actions from Previous Minutes:

- a. **Polytunnel Fencing/Security:** No further update from last meeting, Anneli has contacted the Council again but still no response. **Action: Anneli will send on a copy of the letter to Lorraine to pass on to her contact at the Council, Tracy Mills, to follow up on this.**
- b. **Remembrance Garden:** The planters have all now been fixed. Shirley Gallivan's parents have been keeping them tidy. We have still to get advice from Stirling Council on what kinds of plants will be best for new planting and also the possible removal/relocation of the trees in the planters, the roots of which are causing damage. Susan Morris suggested that we contact Dougal Thornton at the DDT for advice as he is a retired landscape architect for the Council who was involved with all of the 1996 planting. **Action: Emma will contact Dougal Thornton for advice on appropriate planting and the removal/relocation of the trees.**
- c. **Project Playground:** The windfarm grant of £1500 is still to be spent. £1100 of this is already allocated to the reading benches. Shirley confirmed that the balance of this and the grant funding of £750 received from the Round Table will be spent on playground markings. The SMT would also like additional funding of a further £750

from the PC to complete these markings in all of the playgrounds. The PC were happy to agree to this funding in principle. **Action: Reading Benches to be ordered by Ruth. Shirley to contact Stirling Council procurement regarding having the playground marking works done.**

- d. **School entrance signage:** No further update from last meeting, this has not been a priority in the recent circumstances. **Action: Keep on agenda for future follow up.**
- e. **Fundraising/Counting Cash:** No further update from last meeting. **Action: Keep on agenda for future by treasurer, chair and fundraisers.**

4. **Treasurer's Report:** As at today's date the account balance is £11,113.05. This includes the £1500 windfarm grant and £750 Round Table grant. There have been no transactions since June.

5. **Head-Teacher's Update:** See Appendix 1.

Lorraine advised that the school grounds are currently suffering from their use by members of the wider community. Damage is being done to school property, especially at night. Lorraine is already in discussions with Stirling Council about this and about improving school security. Particular things that have been damaged are the wooden bridge on the daily mile and the trim trail on the field. The school would like a contribution from the Parent Council to fix these things or buy replacements. No prices have been obtained as yet.

It was agreed that the PC would contribute funds for this, subject to cost. There was also a suggestion that we could speak to Dunblane Kids Club and ask if they might be able to contribute, given that the children use the school field and equipment there when they are at kids club.

Shirley advised that the school is applying for a grant from the windfarm this year for an outdoor gym. The cost is c. £6000. The school hopes that the grant will cover some of this but the school/Parent Council will also need to contribute.

It was suggested that there should be a focus for fundraising on equipment like this for the playground. We have been talking for a long time about improving the playground facilities and also having a focus for fundraising. All agreed this was a good idea.

Lorraine will get quotes for replacing the trim trail. It was noted that this is something that can be added to year on year, buying one piece of equipment at a time when funds allow.

Kerry pointed out that we need to make sure that equipment like this is protected from a security point of view so that it is money well spent in the long run. This ties in with the discussions that are already ongoing between the school and Stirling Council about the use and security of the school grounds.

Andrew noted that the Tesco Bags for Life grant would tie in well for this type of equipment. Shirley agreed to look into what other grant schemes we could apply to.

Lorraine noted that there have been many complaints from the community recently about parking issues around the school. The Parent Council will prepare a communication to parents about this and send it out directly.

Lorraine advised that there would unfortunately be no in-person or video parents' evenings this year. Some of those present at the meeting questioned why this was the case and wondered why there could not be online meetings. Lorraine advised that the SMT recognise that this will be disappointing for parents but the school is following professional guidance due to concerns about online safeguarding issues for teachers. Detailed conferencing grids will be sent out instead and the school hopes that the paperwork that families receive will be full enough to answer any queries.

Alison Bonner queried what the arrangements were for any future school closure/blended learning. Lorraine confirmed that the school is prepared for this possibility. Google classroom would be the main tool for home learning and is already being used for homework. Other online logins such as for Nessy and Sumdog will continue. It was noted that parents will need guidance on how to use Google classroom and Lorraine confirmed that guidance videos were currently being prepared and would be sent out shortly. The school, pupils and families are all learning about these things together.

- 6. Fundraising Group Update:** There have been no events since March. The fundraising group met last week and are keen to start fundraising again where possible. There will be no Halloween disco this year. There are some online fundraising events planned. A Just Giving page is being set up and people will be asked to make donations through that. Some ideas being discussed are a magic numbers fundraiser with a top prize of £100 and a £350 donation to the school; a pumpkin trail around Dunblane similar to the duck hunt that will be done in collaboration with the other schools; pumpkin carving & fancy dress competitions.

- 7. Covid wet weather arrangements / Hall and storage space:** The Parent Council has been contacted by a parent who is concerned about the wet weather arrangements and also by another parent who has suggested the possibility of off-site storage for the furniture in the gym and assembly hall to free up the space for wet days. Lorraine confirmed that this has been considered but off-site storage is unfortunately too expensive and in any case the year group bubbles are not able to mix so they could not use the halls in this way. The plan for exceptionally wet days is now for classrooms to empty one at a time, then be cleaned quickly, then the children will go back in. It is not ideal but is the best that can be done in the circumstances.
- 8. GDPR Policy Review:** The data protection policy needs to be reviewed each year. There have been no changes since last year. The policy was emailed out to all attendees prior to the meeting. All approved the policy again for the coming year.
- 9. Windfarm grant application / Bike Shelter / Outdoor Gym:** The windfarm grant application and outdoor gym were discussed under the Project Playground discussion above. On the bike shelter, Ruth had received a suggestion from a parent to apply for a grant for new bike and scooter storage and shelters for the playground to encourage active travel to school. The existing bike rack near Kids Club is damaged and neither bike rack has a cover. There is also no scooter storage. Ruth has found out about a separate grant application specifically for bike and scooter storage from Sustrans and will look into applying for that.
- 10. P7 Experience:** The Parent Council has been contacted by a P7 parent to ask what the school is doing to help the P7s to have as 'normal' a P7 experience as possible in the current circumstances. Ruth agreed that unfortunately this year won't be the same but the staff are very conscious of this and are actively working hard to give the P7s the best experience they can in the circumstances. Dalguise has been postponed from October and rebooked for term 4 and hopefully it will be able to go ahead then. Unfortunately due to the need for year group bubbles the buddying system can't happen at the moment.
- 11. Facebook page:** Anneli suggested that the Fundraising Group facebook page could become a combined page with the Parent Council. This would be a good method to communicate more easily with the parent forum and share useful information. All agreed this was a good idea. **Action: Anneli will liaise with the Fundraising Group to set this up.**
- 12. Correspondence:** None.

- 13. AOB:** Emma confirmed that she, Jo and David are all stepping down as office bearers at the AGM in October and asked the members to please think about taking on one of these roles.

Alison Bonner asked what the procedure would be if there was a positive Covid test within the school. Lorraine advised that this would be dealt with by the public health team. The NHS test, track & trace team would contact the school if there was a positive case. The school would then confirm who had been in contact with that person. The NHS team would then identify and contact those who needed to isolate directly. The communications would not come from the school.

Morag mentioned that the planters and other areas in the school are looking untidy and need weeding. Lorraine advised that the school cannot encourage parents to gather in the grounds to do any weeding etc. If individual parents/families would like to do this in their own time then that would be very much appreciated.

**12. Dates of Future Meetings:**

Tuesday 24th November 2020

Thursday 28th January 2021

Tuesday 23rd March 2021

Thursday 27th May 2021

**Appendix I**  
**Parent Council Meeting**  
**Head Teachers Report**  
**September 2020**

**STAFFING UPDATE –**

**New staff :**

**Class teachers: Mrs Jo Jones and Miss Emma Ferguson**

**Support for Learning Assistants:** returning this year Mrs Rachel Coltherd, Mrs Lesley Spence Mr Sandy Fleming and Mrs Sheila McGregor. These members of staff have fixed term contracts till June 2021.

**NURSERY: Principle Early Childhood Educator: Vicki Porter, Senior Early Childhood Educator: Jacquie Rae, SWECE: Mairi Murru and New Nursery Admin Assistant: Kirsty Wilson**

**PTP POOL:** DPS is still the hub school for the learning community for the permanent teaching pool teachers and we have one Mrs Lorna McAllister assigned to us for three days a week.

**PRINCIPLE TEACHERS:** We have four this year supporting our school development work. Miss Aylott with Health and Wellbeing her focus. Miss Hutton with Learning for Sustainability as her main focus. Mrs Anderson with Eco and Digital Learning as her main focus. Finally Mrs Hislop with Equality and Diversity and Developing the Young Workforce as her main focus.

**SLA POST ADVERTISED AT PRESENT.** Ms Monika Masarova after a long and valuable support role in school has decided to wander to new teaching pastures. Her post is currently advertised and will be filled asap after closing.

**CLASS STRUCTURES:**

Re – organisation took place in June.

Current role is

Nursery Numbers – total 58

School Numbers – total 408

Total overall: 466

P1-7 (split over 15 classes) and Nursery (various patterns)

**Budget Monitoring**

Slight overspend this past year and will need to be looking at recouping this as budgets very tight.

Likelihood is many differing savings can be made from other budgets in school. Simple things such as emailing out staged intervention letters, use of google forms etc etc. will continue to be the norm/developed. We are also on the whole sending our homework via digital routes therefore jotters and paper expenditure less.

### **Leadership of Learning:**

Staff this year will all undertake various aspects of the school improvement plan. Many staff members who are non-promoted are now looking to support peers in aspects of the curriculum which is a strength to them.

We have reviewed how we are delivering our collegiate training and staff meetings this year with it all being virtual or recorded sessions.

Our staff meetings are now for 20 minutes prior to school on a Wednesday morning and will going forward have health and safety as the main focus and remain flexible to the situation.

All staff involved this year in continued research engagement to enhance practice supported through staff meetings.

### **Dunblane Learning Community:**

Improvement plan continues to focus on digital literacy with a main focus this year of up skilling staff in data use as well as achieving our digital schools award.

We will continue to embed the skills framework developed previously into our school, development of Do Be Mindful, Emotion Works and health and wellbeing across all four schools and lastly continue to build links with the local community as well as further afield businesses and Social Enterprise Scotland.

### **Staff Development:**

Data Champions

Google Suite

Equality and Diversity

LFS/Global Goals

Emotion Works

### **Since Returning:**

**Health and safety large focus**

**Behavioural management/supporting anxiety in all its forms**

**Supporting parental concerns**

**Baselining Learning**

**Navigating the changing sands with Covid and all that it impacts**

**Promoting and supporting wellbeing across the board**

### **Thoughts for PC support this year.**

Since returning we have spent a considerable amount of our own school fund to responsive items because of the need to get things done prior to school return and the need to get things quickly. We have also noted there are items outside which are in states of disrepair and clearly need either done completely to ensure we keep children safe or at least repaired to a good standard. We have reviewed and enhanced our risk assessment procedure for outdoor play/learning.

Can we discuss the trim trail removal or replace?

Also the daily mile bridge??



As the campus itself is actually an open ground for all community to use we continue to suffer from an amount of damage sustained in that way.

**DISCUSSION REQUESTED**

Discussion needed around parental concern re dog walkers in the grounds i.e. the field itself during the day.

Also the ever increasing contact to myself re parental driving/parking.

Parent contact evenings.

Should we go to blended learning/lockdown again.