Minutes of Bellsquarry Primary School Parent Council Meeting - 05 June 2017

**Welcome / Apologies / Review of Minutes**

Sarah Henley welcomed everyone to the meeting, Councillor Peter Heggie introduced himself as a newly elected councillor and apologies were received from Christine Hay and Lorraine Hart.

**Head Teacher's report**

Ruth presented an updated report and spoke to the various items - shown at annex A.

The Key points are as follows:-

Staffing:

Fiona Anthoney will be appointed as a new early years officer

Miss Hood and Mr Hunter have been granted pupil equity funding for a literacy development post, and will look at literacy interventions to close the poverty and attainment gap.

Ashley Morrison has been given a pupil support post in the school.

Mrs Jillian Millar will continue her work in the cluster on numeracy using pupil equity funding – her input has had an impact on attainment with pupils across the first level CfE.

Miss Ward - a 3rd year MA student at Edinburgh University will be with the school on placement for a full year next session.

Mrs England has been providing cover for staff to attend courses and for absences.

Karen Neil, clerical assistant, will leave at the end of term and the school will advertise for an admin assistant.

CPD

The nursery has been looking at building ambition and our world outdoors.

Numeracy and PLGs

Pupil support workers have been engaged in nurture training. Next term they will set up nurture group.

Finance:

Angela McKeown the school’s business support manager released next year's budget statement last week which will allow the school to now do a review of staffing. There is pupil equity funding of £15,000

Next year there will be 8 classes plus nursery.

Extra funds will be allocated to the nursery as they are going from a 30:20 to a 20:20 nursery

Ruth reported she has got extra funds for a Pupil Support Worker for 25 hrs in nursery and has also applied to get a modern-day apprentice.

 Classes and teachers for 2017/18 are still to be confirmed as there are still some out of catchment appeals.

Improvement plan

Focus next year will be to:

Continue to improve literacy and numeracy

All staff will now undertake the "tapestry" programme - to develop their professionalism.

Enhance parental engagement and family learning cluster programme

Develop transition programmes

Review curricular programmes

Sarah asked Ruth to present a review of progress against plan at the AGM. Ruth agreed to do this and has already undertaken a self-review of progress. A parent friendly school self-evaluation summary will be sent to all members of the parent forum.

1. **Treasurer's report**

Bags to school raised £100 and dress down day raised £63

There is a balance of £ 3701

There are still pay ins to come from the fun run weekend funds but this looks promising since Gemma reported making £140 from cakes alone.

Any pay ins should be made to “**b**ellsquarry PCA”. There are also some expenses to be paid out for the fun run day.

1. **School / PC Partnership Development**

Sarah said the recent boost to finances is a good start for the outdoor playground renovation (painting) and Mr Todd said he is still waiting to hear about what can be done on the surface in terms of painting. If possible, it is hoped to get firms out to look at the playground before the end of term and the work can be done over the holidays.

The amount of spending was discussed. So far it is known that painting costs £200 to £300 per design.

Sarah suggested that if the PC funds £800 to £1k it would show parents what money is going towards.

Mr Todd said that the trim trail is approx. £3k for the equipment and a further £3k to install. Once funds are in place we can go to council for survey.

It was agreed we should go ahead with quotes for modular approach and approve the spending of £1000 for painting.

Mr Todd said he will involve the pupil council in choosing designs. It was agreed that the school logo painting would not be a priority ahead of games for the children.

**\*ACTION Barney Todd to organise quotes and discuss with parent council what designs would be used.**

Jon Reid asked about other sources of funding e.g. from local wind farms. Peter Heggie volunteered to investigate and send info to PC

**\*ACTION Peter Heggie**

Scottish Futures Trust - it was suggested they also may be a source of school funding. Domhnall Dods has contacts there and volunteered to investigate.

**\*ACTION: Domhnall Dods**

Sarah agreed to draft an email to go to parents asking for anyone who might work for companies that may be willing to assist with funding.

**\*ACTION Sarah Henley**

Domhnall reminded the meeting that Eric Lumsden still has an offer to provide up to £1500 to school funds via the Sneddon Morrison estate agency signs - supporting a school event like the Christmas Fair.

There had been a request for news letters to go on the school blog - it was reported that one was missing and it is now on the blog.

Bianca Heggie is now the link between PC and school for communications and it was felt that communications with parents have been greatly improved.

Homework survey - Mr Todd has surveyed pupils - he reported the children all like doing their technical projects etc, but thee school are now looking at how to make sure kids do more and these are less of a burden on parents.

Amount of homework: 75% of parents say there is not enough or just about right.

Timing of homework: More than 75% said during week, only 20% said the weekend.

Staff feedback was very similar.

Conclusion - homework will stay the same.

Staff have thought about a homework club by invitation only, this will be considered, but it will be open to parents to ask for homework to be given out before a weekend if their children need time over a weekend.

Ruth will report on all of this in the next newsletter.

1 mile a day update. Barney reported that Some classes have started. This will be pushed over the next week, there hasn't been time to do it over health week.

Sarah suggested that the school need to promote to parents once children are doing it, will go in newsletter

Music during Friday break - this will be organised next session, house captains are being involved in this.

Shoes - Justine Ewan has suggested that we organise a charity event on the last day of term which involves children leaving their shoes on their desks at the end of term and they are collected and taken for charity. Nikki Cooper expressed concern about the validity of it as there are often people posing as charities. Diane lambert has volunteered to organise it and is checking validity of it but if it does not check out then alternatives like River Kids could be considered. It was very welcome though that two parents had suggested and volunteered for this activity.

P1 induction - Sarah will go to the P1 induction. Fiona Beveridge will also be organising a stall for preloved uniforms. Nadine Beckett agreed to consider going with Sarah to talk about what had been useful to know as a P1 parent. Martin Rutherford volunteered to help Nadine on the P1 parent talk if needed. The event is on Tues 13th June at 2pm.

**Fund raising**

Gemma reported that a very successful Fun run had been held. 30 - 40 children took part and lots of fun was had. Some people had been concerned about pressure to get sponsors so for next year the organisers will consider how to make it clearer next year that there is no pressure, if people prefer they can donate. Next year it will be held mid-May.

Martin suggested pairing up with school sports day to consider whether it could be run as a family sports day. Barney Todd agreed to consider this with the parent council fundraisers.

**\*ACTION Barney Todd**

Ruth suggested setting a timetable of fund raising events at the start of each year and publicising it so parents could plan.

Looking ahead next event is the Halloween disco.

After discussion, it was agreed we need a balance between weekday and evening / weekend events as not all parents can fit in an event after work.

Bags to school: Sarah reported that as her daughter is going to JYHS she will be handing this over to Alison Murphy, Ros walker and Claire Kerr but as they are all P6 parents they will only be able to do this for one year so planning should start now to find successors.

**\*ACTION all to recruit fundraisers**

1. **AOB**

Ruth reported that the WLC excursions policy has changed. Now rather than having one form for all events the school must complete an EE1 form for every trip out of school, even a local walk, this is increasing the administrative burden on staff.

Peter Heggie introduced himself as a newly elected councillor, head of the Licencing Committee and expressed his thanks as a parent to Sarah for her support over the years.

Sarah also thanked Domhnall and Gillian who will also be leaving the parent council.

1. **AGM**

The organisation of this was discussed since both the current chair and secretary are leaving the school at the end of term. It was agreed that Paul Keegan will chair the meeting and Jon Reid volunteered to be vice chair. The AGM will be on 4th September at 7pm.

Nicki suggested putting something about the PC AGM in the nursery induction pack.

**\*ACTION Jackie Marra to draft**

Ruth said that at that the AGM the PC should review the constitution and review the timetable of meetings (both fund raising and PC meetings) throughout the year as there are sometimes too many at busy school times and sometimes they clash with other events.

**Attendees**

Sarah Henley Gemma Gough Morag Hill

Domhnall Dods Ruth McMaster Jackie Marra

Fiona Beveridge Barney Todd Councillor Heggie

Paul Keegan Linda Hennessy Councillor Fitzpatrick (part only)

Martin Rutherford Nikki Cooper

Annette Barlass Jon Reid

Nadine Beckett Gillian Morrison