

## Parent Council Meeting Minutes 4th<sup>th</sup> Feb 2019

**Attendees:** Gordon McIntyre, Anne Scott, Stuart Lithgow, Andrew Ho, Karen Souza, Rachel Liddell, Alison Lynas, Neil Gibson, Shabnam Hussain

**Apologies:** Dawn Thomson, Melanie Ruxton, Emma McLoughlin, Orla Irwin, Cllr Mark Brown, Karen Gray, Kerry Courtney, Alistair Keil, Eric Jackson

### Minutes

#### 1. Minutes from previous meeting and actions

Minutes of the previous meeting were approved.

#### 2. Head teacher report - Gordon

Gordon shared his summary report as follows:

- **Parking:**
  - Colour parking posts similar to Cockenzie Primary – Anne will chase this up and see how they manage this and how they store their posts when they are not in use.
  - Ms. Hamilton (P6B Teacher) has been out with the junior safety road officers and over the course of the year, they will try and raise their profile. They are getting good praise from the parents for the work they are carrying out.
  - During the last meeting, Mark has mentioned the use of Travel Tracker but the general feedback from the staff is that there is quite a lot of admin overheads so there isn't a keen interest to implement this.
  - Gordon has mentioned that he has had several conversations with parents with regards to parking and reminding them of their responsibility. Response from the parents are varied from apologetic to denying responsibility as they have mentioned the child is not theirs, they are helping their neighbour out.
  - Gordon has stated that the line of sight is so much better when there is no illegal parking. This is the reason why the parking restrictions are in place.
  - Police are still in attendance but not as often we would like.
  - Parking line painting – This is still to go ahead but the council is waiting for the right temperature before they can start. Likelihood is it will be spring.
- **School Communication:**
  - Currently, the school is using various sources to send school information to their target audience. Gordon is going to investigate whether a single school app is feasible and more effective.
- **Staffing:**
  - New PE teacher (Mrs Griffin) has been appointed. She will start after the Feb break, 2 days a week (Mon/Tue). On the subject of PE, Gordon has reiterated that the school is committed to the council target of 2 hours of PE per child. Due to the number of classes, the school is trying its best to utilize all available space to achieve this target.
- **Building Work:**
  - Work on the roof is continuing to be done.
  - Majority of the heaters have now been replaced.

- Classroom decant has started. 1 class at a time will move out of their room and into Room 7 for a 2-week block to allow for the refurbishment.
- All windows have been assessed and have either been repaired or replaced. All triangular windows in the stairwell have been replaced.
- All classrooms will be re-carpeted. This is currently in progress.
- The last 2 rooms to be done will be Room 7 & 8. These will be done out with term time.
- Outside paint work is underway.
- The shrubs around the school has been cut back to allow for the painting. These will grow back over time.
- Colour scheme. The council has agreed to the white colour scheme proposed by Gordon instead of the standard magnolia.
- All flooring is getting tidied up as well, so the parents should see a big difference in the coming months.
- The dining hall and gym hall work will be done during school holiday to minimize any disruptions.
- The work was scheduled for 58 weeks. Hopefully all the work should be completed by the summer holidays.
- **IT Refresh**
  - IT system within the school was refreshed last week. Mrs. Henderson has overseen the change. Lots of preparation work was required and on the day of the change, everything went smoothly and there's no major issues being reported.
- **Bonus Ball Discussion**
  - On weekly basis, Gordon will invite a group of pupils (the group is drawn in random based upon the number that was picked. Each child will be assigned a number beforehand) to speak to a senior member of the management team to discuss a topic. This year's topic revolves mainly around writing. This gives the pupils an opportunity to talk about and explore their learning. The numbers which have been selected will be retained so that a different group will be picked in the following weeks.
  - Feedback from the pupils has also been positive.
  - The sessions are hoping to reinforce the image that going to the Headteacher's office is not always a negative connotation.
- **Leadership Learning Partnership**
  - Gordon has been meeting and visiting other schools in the area (4 – 5 times a year) to see how other schools are run and to share ideas and good practice with the other Head Teachers of the schools.

### 3. Update re School Crossing – Charlie

- Following on from Mark's comments from the last meeting, Dawn has feedback that funding via the various initiatives wouldn't be available until April at the earliest, so the progress has been stalled due to this.

#### 4. Nursery Teachers

- Due to the projected council funding cuts, one of the options being proposed to cut costs is to phase out the nursery school Head Teacher if there is one and the nursery school teacher.
- This seems to go against the major early learning and childcare 2020 initiative across the city.
- Major implication to staffing- Impact to the nursery Head Teacher's workload as the day to day running of the nursery will then be transfer over to the school Head Teacher's responsibility.
- Consultation is still open and there is also an online petition available for any parents who would like to voice their opinion.
- A parent has commented that her child has benefitted greatly from the teacher being at her previous nursery. She felt that her child received an extra level of support as an individual.

#### 5. Access At Front Of School For Buggies/Wheelchairs

- It is not possible to build an access ramp as part of the current renovation work as the job list has already been specified and this can't be changed.
- The access ramp work was agreed with another contractor (Carillion) who then went bust 2.5 weeks before the work was about to start. The process took over 2.5 years to the point where the work had been agreed and due to start.
- The funding has already been agreed for this work, so the school will resubmit the access path plans again.

#### 6. Summer Fair Planning

- Melanie and Morag have advised that they wouldn't be able to coordinate the Summer Fair this year and the Parent Council will need another parent to take over this role.
- Karen Souza has indicated during the meeting that she would be willing to help.  
\*Following the meeting, Melanie and Karen have agreed to jointly coordinate the event.

#### 7. Current Financial Position

##### **Money in:**

Halloween Disco (From ParentPay) - £507.50

Rag Bag Commission - £68.40

Stikins Commission - £19.50

School Uniform - £19.50

##### **Money out:**

PC Box + Keys - £31.15

Xmas Show School Coach Hire - £1450.00

**Current balance £8127.98**

**Agreed funding still to pay out (£4563.35)**

## 8. Requests for Funding

- Addition amount for the whole school show DVD funding was requested from £600 to £900. Agreed.

## 9. Updates from Pupil Council and Community Council

- Anne has asked Eric for any feedback with regards to Cammo Estate development as the portal site is quite hard to navigate and extract details from.
- No feedback from the Pupil Council due to Charlie's absence.

## 10. Newsletter Update – Dawn

- Any items you wish to include in the next newsletter, please contact either Anne/Dawn

## 11. AOB

- **School toilet access for parents**
  - A parent has highlighted that she was refused permission to use the school toilets while she was waiting to pick up her child from the Xmas show. Due to this, she had to drive back home and then come back to the school. The reason the receptionist has given was that no parents are allowed in the toilet while the pupils are in as it is deemed unsafe.
  - Gordon has confirmed that this shouldn't have happened, and he will investigate why this has happened. This is not the norm.
- **School Uniform**
  - P7 pupil has mentioned whether it is OK to wear a different type of trousers like joggers to school as the normal school trousers are quite thin and it is not giving them enough warm/protection during the cold weather period.
  - Gordon has confirmed that the school uniform policy is flexible, but he would like the top half of the school uniform to be maintained.
  - With the classrooms being re-carpeted, the school would like to introduce the Indoor/Outdoor shoe policy to ensure the carpets are kept clean.
- **Side Gate Access Beside Munro Centre**
  - A parent has asked whether the side gate beside the Munro Centre should be open during school times. Gordon has confirmed all the main gates are open at all times. Only the school entrance doors are shut.
- **P6/7 School Show Audition**
  - There was feedback from some of the P7 boys regarding the show audition. The comments and questions ranging from it is unfair as the same people are always getting the main parts, so I'm not going to audition to why don't they give the parts to people who put themselves forward rather than the same people who always gets the parts? There seemed to be a promise that the pupil will be guaranteed a part if they write down their 3 preferred roles he/she would like to play. But one pupil didn't receive any part that he had put down. The final comment was a pupil went to the audition and he didn't get any speaking part of the show which he feels was unfair as some pupils who didn't audition were given a speaking part. How was this managed by the school?

- Gordon has confirmed that there was an audition process where the parts weren't just given to a specific group of people. There wasn't a guarantee that all auditioning pupils will be given a role.
- The audition process is competitive, and the pupil must realise that they need to put themselves forward if they want the role.
- **Social Time**
  - A parent has suggested rather than having your social time taken away for bad behavior, following another school example where the pupil was given social time for good behaviour. For the majority, all the pupils have gained their full allocation.
  - Difference between Golden Vs Social time? Golden feels like unstructured where the pupils bring in their own toys etc whereas social time is more structured where the teachers set aside games where pupils can interact with each other to build their social skills and positive interactions with each other.

**Dates of Next Meetings:**

25th March

AGM 27th May