



## Comhairle nam Pàrant - Bun-sgoil Taobh na Pàirce

### Meeting minutes

Date 15th May 2017

Agenda item	Detail	Decision	Action
Welcome and attendees	The meeting was called to order by the co-chairs. The attendees were welcomed and introductions were given by each attendee.		
Apologies	Apologies were presented by: Six apologies		

<p>Minutes of the last meeting</p>	<p>The Headteacher clarified an amendment to the previous minutes, that with room designations for the 17/18 session, the Music room to be moved, ICT suite unconfirmed.</p> <p>Minutes approved otherwise.</p>		
<p>Matters arising</p>	<p><u>Parking</u>: A parentmail stipulating the parking policy was disseminated, leaflet not yet produced but process started. All input gratefully received. Would banners such as seen at other schools in the city - “be a mate, don’t park at the gate” etc considered? It was felt that vehicles are still moving too fast in the vicinity of the school, and congestion at nursery drop off times not great. The Headteacher confirmed that a further fence is not being erected along the edge of the footpath to Pilrig Park. It was noted that contractors are generally driving considerately, but residents less so.</p> <p><u>Supervision on buses</u> – A Parentmail is to be sent regarding whether there is support for crowdfunding for bus supervision. The Council policy regarding discipline on buses was queried. The Depute Head confirmed that there is a policy, but that drivers often do not feel able/willing to get involved. PC happy to send email out to parent body regarding the willingness to organise supervision on all buses/crowdfund supervision. Would this attract more people to use the buses - why are people choosing not to use the service? Would parents support a crowdfunding of a responsible adult? The Headteacher commented that a P1/P2 on the bus with no adult supervision can be</p>	<p>Leaflet to be produced</p> <p>Parentmail to be sent out</p>	<p>All</p> <p>Dana Given</p> <p>PC</p>

	<p>concerning – its about safety as well as behaviour.</p> <p><u>Wraparound group</u> : The working group has met with a PC representative, Wraparound committee representative, and Oganan representative. A questionnaire has been issued for review by June. A parent volunteer that is a 'space designer' has also offered their services to look at existing spaces, if this would be deemed useful.</p>		
Treasurer's/Financial report	Not Presented		
Items on the agenda	<p><b>Primary one welcome:</b> The PC has been asked to fund the purchase of one jumper per new P1 in August. The PC confirmed it will do so. MOL mooted the possibility of a welcome BBQ at the start of term, perhaps in Pilrig Park. The PC felt this to be a positive idea.</p> <p><b>P7 leaving T-shirts</b> The P7 Class rep has submitted a request that the PC consider funding a leaver's T shirt for the P7. A quote has been prepared at £5.75 per t-shirt. The idea received a mixed reception, due to the danger of setting precedents, and the costs associated. The cost could be mitigated by a fundraising stall at the Summer Fair. The cost seems high - could alternative quotes be sought?</p> <p><b>Fundraising update:</b></p>	<p>Funding to be provided for jumpers</p> <p>Confirm and advertise P1 BBQ</p> <p>C7 parent to be found to staff stall.</p> <p>Further quotes to be sought.</p>	<p>PC</p> <p>MOL</p> <p>Zoe Emmerson</p>

	<p>The co-chair pointed out that, at the moment, fundraising only happening at Christmas and Summer Feill. Leith Decides opening soon – what can we do as a PC to promote fundraising? The Headteacher commented that a previous system of voluntary contributions to a school ‘float’ was not particularly successful, while MOL pointed out that the same system works well at Trinity and James Gillespies Primaries. We currently do not charge for non-residential trips, which is something the Headteacher is keen to continue. The idea was raised of a float contribution at the start of the year. The suggestion of registering the PC as a charity, and therefore benefitting from Giftaid was raised. The committee was reminded that the PC has a paypal account that can be used for payments directly into the PC bank account. What can we do differently? Gabrielle Murray and Caroline Pretty to liaise with other parent councils that are successfully fundraising. – Cluster meeting upcoming and further discussion to be had there.</p>	Liaise with other PC	Gabrielle Murray/Caroline Pretty
	<p><b>WORKING GROUP UPDATES</b></p> <p>Wraparound group: The working group has met with a PC representative, Wraparound committee representative, and Oganan representative. A questionnaire has been issued for review by June. A parent volunteer that is a ‘space designer’ has also offered their services to look at existing spaces, if this would be deemed useful.</p>		

	<p><b>Acoustics Group:</b>  An application has been submitted to the Jewson Building Better Communities fund. They allocate £250k to projects around the country, from £500 to £50k.</p> <p><a href="https://www.buildingbettercommunities.co.uk/regional_entry/primary-school-acoustics-project-lets-hear-ourselves-think-edinburgh-bun-sgoil-taobh-na-pairce/">https://www.buildingbettercommunities.co.uk/regional_entry/primary-school-acoustics-project-lets-hear-ourselves-think-edinburgh-bun-sgoil-taobh-na-pairce/</a></p> <p>Rebecca Wober visited the school to draw up elevations for the four spaces. Visited again to take key dimensions. Using the guidance from the acoustic report she designed and sketched a panel layout using the Echophon range. Corresponded with Ecophon and got a price for supply only.</p> <p>She met the School Manager who dissuaded Rebecca from fixings to ceiling but I pointed out the acoustician recommends this as well as to walls to solve the problem, and we can design a way. She advised that if work goes ahead it would have to be tendered through the Council. This is why we don't have a cost for installation. RW also came into school and made recordings at Assembly and at Sgoilaraich.</p> <p>There is a Suez Communities Trust application deadline in 24th July, for this we would need 3 comparative quotes. That means 2 more panel design layouts, using Soundsorba and Rockfon to my mind. Help is sought to</p> <ul style="list-style-type: none"> <li>- contact Suez and find out if we qualify (the school is a C Listed Building)</li> <li>- design a Soundsorba and Rockfon layout and get a quote from each</li> <li>- and/ or focus on alternative fundraising methods</li> </ul>	<p>MOL to consult with RW on further action</p>	<p>MOL</p>
	<p>Co production  No report received</p>		

	<p>Bilingualism matters group:  Katarzyna Przybycien has been asked to contribute to a project application regarding children with additional support needs within GME. KP would like the PC to be a non academic partner in the funding application, with a named representative on the PC, who would have to attend 1-2 meetings over the course of the application period. MOL distributed a project description of the project. Application deadline is 19/5, so partnership decisions to be approved asap. The Headteacher suggested that someone who is a parent and a member of staff that might be interested? The school has not yet been approached. The PC will support this. ACTION POINT : HT to find out if a staff member and parent is happy to participate, if not LW volunteered.</p>	<p>Application supported.  Parent/Staff member to be located</p>	<p>Headteacher/LW</p>
<p>Headteacher's report</p>	<p>The Headteacher presented a Powerpoint on recent events. It has been a busy few months, with the Queens hall concert, clarsach exams, local mod, Cuach na Cloinne, which was won (southern leg) by the boys' first team. Mod committee sent their thanks to the PC and parent body for their support - PC passed on their thanks to the Mod committee. The Headteacher commented positively on the high level of participation within the school.</p> <p><b>Parent engagement</b> - parent consultations – those who cannot attend are offered alternative appointments – one to one time is key. The vast majority of families therefore have one to one interaction with their children's teachers.  Partnership working – many trips (such as football) can only</p>		

	<p>take place thanks to parent engagement.</p> <p>The Depute head has been the lead on 'right click' workshop on parent and child internet safety. Parents and children worked through internet safety workshop, parents have now been trained as trainers. Mostly aimed at P7.</p> <p>Nursery session consultation also took place – third option of four longer sessions Mon-Thurs offered rather than am/pm place, which has proved a popular option.</p> <p><b>Gaelic language</b> - Seachdain na Gaidhlig – P3/4/5 went on trips to galleries/dynamic earth. Hu Hab from Feisean nan gael – well received by Children. Today's assembly presented by P5 who have produced films on Edinburgh Castle – real point of pride in a climate of 'failing Scottish education'. The Headteacher complemented Miss Macintyre and Historic Scotland on their excellent work. Videos available online. Partner project with Edinburgh castle over the last 8 years was renewed and reinvigorated this year with a focus on presentation skills and technology. Really positive step.</p> <p><b>Staffing</b> – Miss Wight acting PT, focusing on P1 transition and supporting Megan Clark. Focus on outdoor learning. 2 probationers confirmed for next session of the 6 that the council requested.</p> <p>Depute HT post advertised. Mrs Macleod is not leaving, this is an additional role – wind-down and succession planning towards eventual retirement is ongoing. Next session Mrs Macleod will reduce her hours to cut out Fridays.</p> <p>Recruitment for next session is ongoing. 3 teachers short</p>		
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	<p>still, which is a concern. Ideas or thoughts welcomed. The C4 model has been well received by the parent body. HT pointed out that we cannot keep recruiting English medium teachers – but teachers will not come for a temp contract, so we must be able to offer perm contracts. No interest was received in the secondment option. HT pointed out a number of positive steps are ongoing. What can we do to subsidise/incentivize teachers to come to us and to GME? HT confirmed that some LA do offer incentives. Interest in GME is there, but infrastructure is not – the imbalance of teachers was the case in Tollcross. Can we lobby for incentives? CNP are on the case. The CNP AGM is on 31/5/17 location tbc, 1900.</p> <p><b>Outdoor learning</b> – empty classroom day 18/5/17, where the majority of teaching will be outdoor. Benmore excursion with P7 next week – totally outdoor.</p> <p><b>Playground</b> – liaising with Play development officer at the council – existing plans to be re-checked to check whether they meet the new safety guidelines of EE176 standards. The Design company involved has also recently completed Cramond and Sciennes playgrounds – last communication received 2/5/17. HT hopeful to have the playground done by new school year, or at least started. We are seeking a ‘natural’ playground rather than one with fixed equipment.</p> <p><b>Professional learning</b> - last in service day had an ‘autism friendly classroom’ presentation – working with Pilrig Park school. ‘Circle document’ circulated within the Local Authority regarding how to managed ASN within a mainstream classroom – checklists to be followed. Many</p>		
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	<p>such adaptations benefit the wider community.</p> <p>Self-evaluation ongoing- feedback will be sought from the parent body regarding reading.</p> <p>Holistic assessments – an efficient way of assessing how able our children are to apply their learning in a practical context. Work also done with the cluster primary and secondary English and maths regarding cross-curricular holistic developments. Not a new approach, but planning for it from the start of a block of work is important.</p> <p>Pupil equity funding (PEF): funding provided by Scottish government for ‘poorest’ children . known as ‘pupil premium’ in England. 30k to be received for 17/18, and we should have 46 children in receipt of the above funding. Some of those children are ‘on track’ with learning. In order to use the funding, we must close the attainment gap. Some schools receive more funding due to social demographics, others less. Consultation with staff has identified a need for increased input re. emotional wellbeing and gaelic literacy. Family support also required. Sensitive approach essential. Family learning week at Sabhal Mor Ostaig given as an example of an opportunity to spend PEF. Mrs Grigor next session will be coordinating nurture and Gaelic literacy work next session on a part time basis. The 30k must cover everything required to provide the support including salaries, NI, tax, resources, so must be carefully spent.</p> <p>School development plan: Self-evaluation plan. Targets for next session. Very specific targets for 16/17 session, same expected next session –</p>	<p>Seek parent body feedback</p>	<p>Headteacher</p>
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	<p>literacy, numeracy, health and wellbeing, skills for the workplace.</p> <p>17/18 goals:</p> <ol style="list-style-type: none"> <li>1) attainment and achievement in reading - questionnaire pending</li> <li>2) closing the gap – staff to be more aware of attainment gaps – much more data aware now.</li> <li>3) health and wellbeing – improve levels of both – resilience a focus and PE. New PE program in place. Though both PE teachers have moved on, in a way the current system works better. Outdoor learning ongoing. Healthy eating and snacking culture not yet in place, Baseline to be taken this term.</li> <li>4) work employability and skills ongoing.</li> </ol> <p>The HT invited comments on what should be included in the next session regarding attainment targets, skills etc. A query was raised as to whether twice-annual meetings with the school body would be useful between the HT and the parent body? HT confirmed could be a useful idea, as part of the 'meet the teacher' event perhaps? An option to explore with multiple staff and possible external speakers. Specific topics to be raised perhaps? Covering different learning strategies?</p> <p>Transitions: C7 enhanced transition programme in force already for those children that need extra support in preparing for High School. Standard transition commences in June. P1 transition morning for P1 4/6/17, followed by one to one meetings with new families. Transitions from C3 to C4 starting in June, others towards the end of June.</p>	<p>Consideration of changes to 'meet the teacher' format.</p>	<p>Headteacher</p>
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	<p>Large amounts of changes ahead for children.</p> <p>Next session accomodation:  P1s downstairs in 4 classrooms - 86 P1s in total.  Music upstairs  ICT to stay for the present time but probably to go in future.  Flexible learning solutions being looked at at present.  Some office space will be adapted to group teaching space.</p>		
<p>AOCB (Any other competent business</p>	<p>SUMMER FAIR:  Organisation ongoing - some changes this year involving taster sessions, live music and other events. Input from active schools group too, with demos available. Lots of volunteering support received but missing a few slots. P6 also supporting some of the stalls as volunteers. Get together on the Thursday afternoon previous also to do some housekeeping tasks. Please return raffle tickets asap. Entry for children free, entry fee for adults by donation. Token system in force again. Possibility of advertising the summer fair elsewhere? Banner on the gate? Is the event open to all? Focus is on making the event successful for the community rather than broadcasting more widely.</p> <p>The Headteacher invited thoughts on how best to engage with the new community at the Silverfields development.</p> <p>The group was reminded that parking only available at the Pringle warehouse until 17.00</p> <p>The Co-chairs closed the meeting</p>		

Date of next meeting	To be announced		
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