

Parent Council Meeting

10 January 2018 (Meeting 4)

APPROVED MINUTES

In Attendance

Eva Malone (EM) Chair

Katy Westacott (KW)

Jane Weir (JW) Treasurer

Ms Barbour (MB)

Julie Tait (JT) Secretary

Representatives - Agile Spaces Project

Joanne Jamieson (JJ)

Steven Riley-Morrison (SRM)

Johanna Jenkins (JJK)

Katie Wotherspoon (KW)

Colin James (CJ)

Gill Lawson (GL)

Lynn Guyatt (LG)

Welcome and Apologies

EM welcomed everybody and advised of the apologies listed below including one resignation from Laura Robertson (email communication) which was accepted by EM. EM thanked LR for all the hard work that she had done and although no longer a member would be very welcome to attend remaining meetings.

Johanna Espey

Anne Moore

Laura Robertson (and resignation)

Due to the attendance of representatives from the Agile Spaces Project it was agreed that a flexible approach be taken with the agenda and the meeting would commence with point 5.

Point 5 Agile Space Project

Representatives from the Agile Space Project were invited by KW to inform PC members of the project plans and to share the future direction/vision for the school. They advised the project is to encourage open space, flexible working and work outside of the set classroom, inside and outdoors. Spaces between classrooms would be shared to maximise opportunities.

One aim of the project is to deliver 5 classrooms in a space where there are currently 4 classrooms. P1, P2 and P3 will share a flexible space resulting in open plan learning. However, it will be possible to section off one end of the combined space for P1 children. The design will aid the transition from nursery to P1 putting more emphasis on teaching in an exploring manner rather than sitting at a desk and learning.

As a result, this will involve pooling of resources between P1, P2, and P3 which avoids separate spends on art materials for each classroom avoiding duplication of spending on materials for the children. In addition, it will have different base areas for the children to use and will encourage sharing and a mixed learning experience for the children. The space will also allow P1, P2 and P3 children to learn together and also learn outside. This should also allow specific activities to be aimed at certain groups of children across P1-P3.

The structure will be prepared so that it could take an additional separating internal wall should there be a need to split the flexible, open space into three separate classrooms in the future.

New smart screens will be included with funding available for staff training to enable staff to use these facilities to maximum potential.

It is envisaged that there will be an increased amount of time spent learning outdoors particularly for P1. Funding for the outdoor space to enable this will not be part of the project but KW has partially secured investment.

The other two classrooms (not the P1-P3 space) will remain the same size, glass walls/panels will be incorporated into part of the walls so that small group activities in the communal area can be monitored by staff in the classrooms.

There has been a lot of research completed and KW is working with the representatives to establish options for the school.

A lot of discussion occurred – summary as follows:-

The PC were appreciative of the investment coming.

Clarification was given that the plans presented were the final plans.

Concerns were raised regarding the noise levels in the combined flexible space/classroom for P1, P2 and P3 children - for children and teachers. The Agile Spaces representatives advised that they had decided not to monitor noise levels as the furnishings planned should sufficiently absorb the noise. There was some acknowledgment that the flexible, open space would create more noise.

Concerns were raised regarding the mixture of classes P, P2 & P3 although it was clearly communicated that it would not result in a P1-P3 composite rather three classes would share the one flexible space. P1 class would have the option of separating with the use of an extending internal wall. P2 and P3 would still have the option of being taught or having a separate learning space due to the envisaged teaching techniques and the use of the central, flexible space outside the classrooms. It was highlighted that shared projects between years already happens in the school. Concern was raised that some P3 children might not be sufficiently stretched in the new set-up.

A concertina wall would not be included in the new plans to enable the space to be split into three (to enable P2 and P3 to have their own space) as this particular type of wall was expensive and the aim of the project was to promote flexible working. However, another dividing wall could be incorporated in the future if needed.

It was suggested that the discussion be opened to the wider parent body. KW agreed to hold an information session for parents/carers to update all parents on the plans and listen to feedback, thoughts or ideas that the parents of the school may have.

Item 6 Ceilidh planning

The costs of Ceilidh were discussed with expenses in the region of £200. Therefore, it was agreed that tickets should be £3 per adult, £1 per child and pre-school children free.

There would be a raffle – a request would be made to parents to make donations e.g. unwanted Christmas gifts. A dress down day was discussed in support of this and the 19th of January was agreed. The Ceilidh would be advertised in the newsletter. EM to email KW updated details. EM to post on FB.

Agreed – arrive after 6.30pm and band starts at 7pm

JW to provide float (for door and raffle)

EM to establish maximum capacity for hall.

JJ is co-ordinating. Members of parent council will help out: JJ & JE raffle; SRM & GL door; JJK teas & coffees.

Item 3 Treasurer's update

Current balance in bank - £4,793.18

Received cheque from Robertson Trust = £2,576

Paid out - £400 building bridges (restricted funds); £300 Assistance fund; £150 Enterprise; £90 P3/P4 retreat; £60 end of term prizes; £54.84 St Margaret's day treats; £1,320 benches. (total payments £2,374.84 as agreed at previous meeting)

Paperwork has been received from HMRC regarding gift aid application and to be reviewed. JW to update at next meeting.

JW has submitted the bank statements, constitution and accounts and is waiting for reply from OSCR.

Item 8 Contacting school out of school hours

The school is manned until 4pm.

The active school co-ordinator is responsible for after school clubs and should be the point of contact.

KW advised that an excursions mobile is being reviewed for teachers; therefore, if running late the teachers can contact school. The school then will alert parents through text.

KW advised the recent pantomime was an exception and further school day outs would be restricted to morning times to avoid any further late returns from day outs.

Item 7 Lunchtime at the school

EM advised that some parents had been in touch with PC as they felt their children were rushed when eating lunch and had no time to finish their lunch. Some children were throwing their uneaten lunch into the bin as they had not finished it in time.

There is also an element of children just wanting to get out quickly and play with their friends so will rush themselves or put their food into bin so they can head out with their friends.

EM advised there was an element of confusion with regards to what can be taken and eaten outside and if this can happen every day or just on certain days.

12 – 12.15 – primary 1 and 2 eat and can then go out

12.15 – 12.30 – primary 3-7 eat and can then go out

A question was raised about PSAs assisting P2 children with cutting up their food and a request was made for more assistance for younger children. KW advised that there were lots of children and lots going on at lunch time and therefore will advise children that if they need help to put up their hand and ask. KW will also speak to individual parents if there are specific concerns in relation to individual children.

KW will also advise in newsletter regarding lunch procedures and make it clear to the children that they can stay in hall and eat their lunch if they want to.

AOB

Uniform recycle – suggested a good idea so all parents can benefit from school uniform available and hand in excess uniform that sometimes is hardly worn.

Assistance fund – All members supported a further £300 funding request to be given to the school to further support the assistance fund/children of the school at the discretion of KW.

Further fundraising ideas: All members voted to include a BBQ/family type day at the end of the school year. An adult only event was discussed too and it was agreed that a curry night would be a good idea. JJK agreed to look at the feasibility of this.