

Parent Council Meeting

6 February 2019

MINUTES

In Attendance

Jane Weir (JW) Chair

Mr McCann (MM)

Julie Tait (JT) Treasurer

Mr O'Connor

Katie Wotherspoon (KFW) Secretary

Joanne Jamison (JJ) Vice Chair

Johanna Jenkins (JJK)

Anne Moore (AM)

Kelly Watson (KW)

Johannah Prentice Espey (JPE)

The Minutes of the last meeting were agreed by all.

Headteacher's Report

- For the 60th Birthday celebrations the children want a dress down day and a party on the day itself – the school will organise this
- The school is having a thematic inspection on 20 February – this is to look at how the Pupil Equity Fund is being spent, how empowered teachers feel to spend that money and how the children are empowered to lead learning. PC members were asked if anyone could volunteer to come and speak to the inspectors.

Questions from the Parent Body

When is the first reconciliation?

- 26th March

School Camp:

payments

- Payments have to be in P7 but it will be organised so that payments can start straight after the summer in August. (There is nothing to stop parents starting to deposit money into their parent pay accounts before this time but the school will not be able to withdraw payments until the August so they will just sit in individual accounts. The school will set up separate camp folders on Parent Pay to aid anyone who wishes to do this).

Location

- The location is restricted by who can accommodate all the children in the cluster
- School could consider doing camp separately from the cluster but doing it jointly does help with the transition to high school.

Time of year

- The cluster decide on the timing of camp and availability of locations and their opening dates also affect this decision. If we wanted to look into changing it, it would be for in two years time as places are already booked up. The length of the days and the weather would also need to be taken into account. The P5 parents could be surveyed about what they would prefer and if there was a wish to change the date this could be taken to the cluster for consideration.

When will the parents meet Mr McCann?

- He will be at Parents' Evening and anyone is welcome to come into school to meet with him at any time.

School Events

- Can it please be made clear when parents are invited to an event because it was not at all clear for the Scottish Assembly.

After School Provision

- At the moment St Margaret's has no after school provision – see further down section about after school club.

Why is the school bus escort not remaining with the children in the playground?

- It is the intention that she supervise the children until the bell goes at 8.50. The school are looking to sort this out at the moment. (**NB:** this has since been discussed with AAA and it is agreed by all that the bus escort will remain until the bell goes).

Mr McCann had to leave the meeting at this point

School Maintenance Programme

There was a meeting about this on 25th January at which the school found out more. There is £118 million improvement plan for the council's school portfolio. Their works team identified what work is needed across the board. For St Margaret's that will be the boiler, ceilings, Lighting and external fabric.

Where work is undertaken, the works team will ensure that the space is left in a good condition, e.g. undertaking any repainting required and a full clean up. The school will need to prepare the rooms in advance but there will be the least possible disruption.

This work could take a long time across the city but that does not mean that there will be work going on for a long time in school. The Business Manager will have a key contact to liaise with and more information will be made available when known.

Little Flyers

This is still under discussion. Little Flyers are awaiting confirmation of registration however, as they already run a number of successful clubs this is not foreseen as a problem. They are still looking into the possibility of an off site location.

Transitions

It has been pointed out that the Queensferry High open day is after the application deadline for schools so how are St Margaret's parents supposed to make an informed decision about schools?

This was brought up at the Highschool Parents' Council and the head of the junior school at Queensferry High os going to take this away. JW will feed back when there is more information.

WE filled Mr McCann in on the potential to seek funding to create a school garden to tie in with the Food for Thought project. At this point there is nothing further to report.

Treasurer's Report

- The Quiz night raised £1,756 (this includes match funding)
- The balance at the bank is £2,141.87 (with above funds still to go in)
- There are still some expenses to come off.

Funding

- The next bag pack is at Tesco (**now moved to 30th March**) and due to the size of the shop it will be necessary for parents of children taking part to stay and supervise. This is a real opportunity to make a significant amount of money so the more volunteers the better.
- The sponsored litter pick is happening in the last week of April. It was suggested that this is put in the parish newsletter with a sponsor form at the back of the church to encourage parishioners to donate. We would offer to litter pick in and around the church.

60th Anniversary Event

This event was discussed further and it was pointed out that although all costs were intended to be recouped, the Parents' Council was unable to put any money up front to purchase supplies as the event was not a fundraiser for the Parents' Council or within its remit. There are also not enough volunteers to make organising an event possible in the short time available.

The suggestion was put forward that the event was delayed to coincide with the Summer Fair. This way it would be a fundraiser and the Parents' Council could do more. This would also mean that there would be more volunteers and time to organise something, opportunity to apply for funding to help organise and it would benefit the school as it may well mean more people at the Summer Fair.

KFW to inform the working group and Mr McCann of the outcome of this discussion and the proposal made.

PC roles

JT confirmed that she would be stepping down as treasurer at the upcoming AGM. This will mean that this post will need filling if the PC is to remain a charity.

JW and KFW are happy to stay on as Chair and Secretary if no one else wishes to take on either post. They would be happy to talk to anyone interested in any of these posts.

The next meeting is the AGM on Wednesday 20th March at 6.30pm

ACTION SUMMARY

Action	Owner	Date Due
Anyone PC member who wishes to meet with the inspectors to tell Mr McCann	All	ASAP
Set up separate camp folder on Parent Pay	MM	

Make further information about the school maintenance programme available when received	MM	When available
Further information about transition arrangements	JW	When available
Ask Fr Deeley if we can advertise the sponsored litter pick in the parish newsletter in the weeks leading up to the event and put a sponsorship form at the back of the church	AM	ASAP
Inform Working Group and Mr McCann of the discussion and proposal around the 60 th Anniversary event	KFW	ASAL = DONE
Apply for Tesco Bags of Help for Anniversary event	KFW/AH	ASAP