

Parent Council Meeting Minutes – Wednesday 30 September 2020

Attendees	Initials	Position	Apologies
Alison Hagan	AH	Chair	Donna Cameron
Katie Wotherspoon	KFW	Secretary	
Kasia Banaszewska-Diaz	KBD	Treasurer	
Jane Weir	JW		
Kirsten Briggs	KB		
Lynda Colthart	LC		
Santa Lucia Salethaiyan	SS		
Julie Tait	JT		
Johanna Jenkins	JJK		
Claire Davidson	CD		
Charlotte Ronald	CR		
Mrs Westacotte	KW	Head Teacher	
Mr O'Connor	GO	Principle Teacher	
Jaclyn Marshall	JM	Teacher	

WELCOME

Alison welcomed everyone

REVIEW AND AGREE PREVIOUS MINUTES

Changes to last minutes:

- Treasurer and Secretary mixed up
- In Head Teachers report it should say a third of children, not three quarters
- Repetition of 'will depend' in question about supporting children with covid

UPDATES FROM PREVIOUS MINUTES

- Ask teachers about parents using their email addresses to communicate (KW)
 - *Update – parents should communicate via Teams rather than email teachers directly*
- Put something in the newsletter about PE days (KW)
 - *Update - done*
- See if decathlon will offer a discount on waterproof trousers (KB)
 - *Update – Out of stock, waiting for them to get back about it **AP- KB will update when she hears from them***
- Send out link to council Q&A (KW)
 - *Update – told link would be texted centrally, has anyone seen this? **AP- KW will make reference to it in next newsletter and send link***
- Ask Jets if the afterschool club they want to open is separate from the one at the hub or are they moving (KW)
 - *Update – Jets will move from the Hub to St Margaret's if / once up and running at the school. This will include South Queensferry and Dalmeny primary as well but lots of risk assessments will be done to ensure safety.*

- Ask administrator to confirm how to book lunches for children with allergies (KW)
 - *Update – There is a form to fill in and that form will be sent to the caterers. There should be no need for a regular reminder*
- Pass photo of hand sanitiser to parent (AH)
 - *Update - done*
- Send AH and KFW photographer details and mask details (JW)
 - *Update - done*
- Look into getting the Christmas card packs (AH)
 - *Update – done and packs have arrived at school.*
- Develop recipe competition idea (KFW)
 - *Update – email / letter drafted and copy of parish cookbook to be included. Just trying to get hold of an address to send them to.*
- Look into possibility of Almond Valley Pass (AH)
 - *Update – Dynamic earth are giving an annual pass for free if you go for the day.*
- See if Inspiring Scotland can do us a funding search (KFW)
 - *Update – Not had a chance to ask yet but here is a funding directory on their website specifically for play that we could work through*
- Prepare Kids Halloween Quiz (All)
 - *Update – See below*

TREASURER'S UPDATE

August statement: in account - £2797.38

Cheques gone out: £410

Left in account: £2380.38

There are a few more cheques to come out from First Holy Communion gifts and streaming

HEAD TEACHER'S REPORT

First Holy Communion - Thanks to everyone involved in communion, it all worked out and was a really lovely morning. It was very special.

First Reconciliation - went smoothly, with confessions in the garden and penance in the church. Big thanks to Fr Deeley and staff as kids were well prepared.

Covid-19

Still lots of guidance on Covid all the time. Staff are working hard and trying their very best under restrictions. Teachers are ensuring bubbles are kept to while trying to minimise and adverse effects.

They are discussing hot lunches but no decision made yet. Teachers are spraying tables before and after lunch. Dinner ladies no longer allowed in class to do this. So, there is a lot more responsibility on teaching staff. They are going above and beyond and a huge thanks.

When Fr D comes in, the kids will be distanced from him and go to see him in the hall, he won't come into classes.

Enrolment for next year - No news on enrolment days yet. There will not be an open doors day. They will prep some sort of virtual event for prospective parents. Asked the teachers to capture the great work the children are doing at the moment to make a video for publicising the school.

Nativity - At this point there will not be a nativity as children cannot come together to rehearse and they are still not permitted to sing. The staff are very creative and the school absolutely do want to celebrate the nativity so they will come up with something.

Queensferry lights - will not be the usual event and none of the schools will be participating.
PE – still outside

Residential trip – at this point they would usually know where they were going however, they do not know yet what will happen this year. They have been advised not to book anything and if anything is booked to cancel it. There is the possibility for something at the end of the year if there is a vacancy and rules allow. There won't be a cluster residential next year either. They will look into what the possibilities might be for next year.

Newsletters - KW asked should we still have weekly newsletters? Suggestions were as and when needed, keep them weekly and make them fortnightly. The consensus was fortnightly.

Drop off and pick up - KW asked how do we think drop off and pick up are going?
PARENT - too many people in the street at drop off.
PARENT – could we have a staggered drop off?
PARENT - Could we not let people in the playground, there is far more room and safer for the kids.

AP- KW and AH will discuss options for next week. It was felt that a staggered drop off causes issues for parents with children in different years as well as making pick up complicated as KW has to ensure that children have their full contact hours.

Photos - KW asked what parents want for photos? It was felt that school photos should still go ahead as this is important to kids and parents, especially in P1 but also for everyone else. KW confirmed that this was possible under the current covid rules. **AP HA to contact Hannah Beaton Photos**

QUESTIONS FROM THE PARENT BODY

We noticed in the newsletter about a potential lockdown and using Teams do you know anymore? or is this just prep?

Answer – No other info about this, it is not known for sure what will happen and if there will be a 'circuit breaker' lock down. The school are preparing as best they can for all eventualities and so they can be ready as soon as anything changes.

how many families are actually using Teams?

Answer – Asking teachers to keep track, so at the end of September they will have firm figures. During lock down it was between a third and a half. It is now significantly more. PC will continue to help where they can. There are all sorts of issues that people might be having that they need help to solve. **AP- Can we run more sessions and further encourage people to join**

Any news of Parents evening, nativity etc how these will be done this year?

Answer – We will definitely be doing something, need advice from council before school can work out what. Looking into virtual parents' evenings and what the best platform might be.

Open day - will this be virtual? know a few parents via Church and locals wanting to know the set-up

Answer – The school are considering how to do a virtual open day.

HALLOWEEN QUIZ

Proposal, quiz for kids in the morning on the Friday. Could do Kahoot **AP- look into Kahoot and if there is a limit CR will help with questions – AP- send out invite to meeting on Monday**

Adult quiz

Proposal - Evening Quiz – 6 rounds General Knowledge, picture, odd one out, alphabet, music and sport,

Asked for volunteers to help **AP- send out email asking again**

Prize ideas:

American candy

Hairdressers / beauticians

Little parlour

The shop opposite the Little Parlour (I forget the name)

Cragies

Scots

Orocco Pier

The Terrace

Maisie's

Bo Gym – **AP- CR will ask them**

Edinburgh Beer company

Ferry Tap – **AP- CR will ask them**

Sips events – **AP- CR will ask them**

See if takeaways will give us a discount on the night

Cost – suggestion was £5 per team suggested donation but say feel free to give more.

Meeting about Halloween quizzes on Monday 5th October at 8pm.

Internet banking – we are waiting for confirmation that this is set up. Presuming that it is, this is how we will get people to pay for teams.

CHRISTMAS CARDS

Packs have been sent to school. Each child does a design and every child will get a prototype even if they don't order a pack. If they do Parent Council will get percentage of the profit.

Parent Council needs to choose greeting for inside as this needs to be the same for every card. Chosen greeting was – Merry Christmas and a Happy New Year – in Comic Sans

FUNDRAISING CALENDAR AND IDEAS 2020/21

AP look at possibility of Almond Valley and Conifox pass to rent out

Film nativity - Could survey parents to see if they are happy to film children. Sell DVDs for something like £2 a copy to raise funds for something specific.

Tea towels with kids drawing pictures of the nativity.

Let us know of any other idea and people who can match fund. See if any new parents are able to do this

UPDATE ON WINCHBURGH CATHOLIC HIGH SCHOOL

No update at this point

AOB

Cookbooks – letting people know that there are a few copies available of the Parish Cookbook if anyone would like one or knows anyone who would

Accounts – does anyone know an accountant who might be able to help? JW can ask the person she knows.

Extra Covid Support – said there might be some coming into the school (Additional teacher). Do we have it and how is it being used and who is eligible? – The school has not had anyone in yet, could come by January but don't know yet. The school paid for an additional PSA to come in and carry out the standardised testing. There is only one extra teachers for the whole cluster. If the new person comes on board it will be the equivalent of a teacher for one term.

AP KW will look for the guidance on this for next meeting.

AP We should take this up as the parent council, Write to Edinburgh Council / Scottish Government

School plan to use PEF money to recruit another PSA to help children. At the moment there are challenges with grouping children under the rules.

Sewer smell outside school – AH contacted local councillors and was told that the source has been identified and it is the new development at Dalmeny Park and there has been assurances that they are working to find the source. Councillors have been in touch with Environmental Health and something is being done.

Timing of meeting – should we move it later? People were supportive of moving it later so the next meeting will be 7pm until 8.30pm.

Next meeting – Wednesday 28^h October 7pm to 8.30pm

ACTION SUMMARY

ACTION	OWNER	Due Date
Waiting to hear back from Decathlon about waterproof trouser discount	KB	
Direct people to Ed Council FAQs in next news letter	KW	
Move newsletters to fortnightly	KW	
discuss options for drop off and pick up	KW/AH	
Contact Hannah Beaton Photos about school photos	AH	
Consider running another Teams session and how can we encourage people to join	AH/KFW/KBD	
Look into Kahoot for kids Halloween quiz	AH/KFW/KBD	
Send out email asking for volunteers to help with Halloween quiz	AH	
Speak to Bo Gym, Sips Events and Ferry Tap about prizes for the Halloween quiz	CR	
Investigate possibility of Almond Valley or Conifox pass to rent out to parents	AH	
Consider possibility of filming a nativity including surveying parents to ensure all agree to filming.	KW	
Look into tea towel fundraising idea	CD	
Ask contact about doing PC accounts for this year	JW	
Draft letter to Ed council and SG about lack of extra covid teaching support as promised by gov	KFW/AH	