

Parent Council Meeting Minutes – Wednesday 29 September 2021

Attendees	Initials	Position	Apologies
Alison Hagan	AH	Chair	Donna Cameron
Katie Wotherspoon	KFW	Secretary	Lauren Cockburn
Kasia Banaszewska-Diaz	KBD	Treasurer	Kirsten Briggs
Lynda Colthard	LC		Julie Tait
Johanna Jenkins	JJK		
Jonathan Davidson	JD		
Lizzie Miller	LM		
Kerry MacKay	DK		
Morag MacLachlan	MM		
Kat Forbes	KF		
Mrs Westacott	KW	Head Teacher	
Guest			
Guest			

AP –

WELCOME

Alison welcomed everyone

ACTIONS FROM PREVIOUS MINUTES

- Circulate anti-bulling policy to PC - **Done**
- **AP – AH - add constitution to school website and put a change log on the front**
- Advertise Amazon Smile - **Done**
- Look into a bench for Ms Dalrymple – **Ordered**
- Clarify what year swimming lessons should start and if P3 will miss a year of swimming or if it has always started at P4 – **No answer yet**
- Find out about swimming certificates for current P6s who have not received any from their lessons in P3 and P4 – **No answer yet**
- Find out why there is no longer a baked potato or packed lunch option every day for school dinners – **Limited options, menu decided by head office and rumors of potato shortage due to supply issues.**
- Ask the health and safety board if P6/7 could use the dining hall for lunch as they are very hot all day in their classroom – **That classroom is always very hot and the school have had technicians come in to see what they can do about it. they have bene getting the kids out as much as possible to eat outside.**
- Clarify when the Active Schools coordinator will come and speak to the PC about the changes to Active School Clubs – **KW will be meeting with the Active Schools Coordinator, GO and the PE teacher. She should have more to tell us next meeting. The position hasn't changed though, there is still no money being provided by the council. JJK – can we use Queensferry pool for clubs?**

- Submit a funding request for the Breakfast Club - **Done**
- Check staff are happy with Race to Mount Olympus fundraiser – **Done, this has started**
- Check with Health and Safety board that parent being sponsored for Mount Olympus can join Mile a Day one day – **Done, he can**
- Share list of businesses already approached for prize donations at last auction – **Still to do**
- Start Sinclair Academy working group – **Done, need to agree date of first meeting**
- Consider a PC Twitter Account – **Still to do**
- Update PC page on new school website - **Still to do**
- add LM, LAC, MM and KF to the PC WhatsApp group - **Done**

HEAD TEACHER'S REPORT

Health & Safety – New Warn & Inform letters have been provided which are less vague and clearer on what people should do. Teachers were not counted as close contacts but can now get a PCA test.

Staffing – Still challenging. Two teachers off this week and that is difficult to cover in a small school. The Business Manager and office manager have been doing a number of jobs to help with this. KW has been covering classes.

Renewal Plans – KW will share these with the Parent Council, along with the plans from last year that have been RAG rated on how far they have got with the actions.
AP – KW Share renewal plans with PC

Christmas – Meeting with staff next week to discuss what they will do at Christmas to make it special for the children and what they will be able to do within the rules at the time. Teachers are very enthusiastic and have some ideas already.

Thank You – Thank you to KF for entering and winning a competition to win a Yoto player for the school with accompanying mindfulness cards. It also has a built in radio and a podcast. **NOTE:** you have a dazzle of Zebras

Photographic Permission – There has been a change in this so that it includes social media as well. KW just wanted to highlight this to everyone to ensure that everyone has realised. **AP AH – to put this info on Facebook**

QUESTIONS FROM THE PARENT BODY

Is there an update on when the After-school Club will open? – No. Still really keen and keep checking with the business manager

Next time can any update on the bus for the day e.g. road closure, please come out via text message as parents don't always access their emails during the day? – Yes, school will do this

Is the limit of two violins per class due to the number of instruments school has or could the teacher teach more per class if we had more instruments? Also, why don't the kids start other instruments at the same time to give them the same amount of teaching time as the violins? - KW has asked the same question. There used to be a lot more children going. KW doesn't know why but is trying to find out. Brass should start again soon, they were interviewing for a brass teacher. **AP KW – To follow up why there are only 2 children chosen to learn the violin.**

LM – Is there anything like singing lessons? **KW** – The school did buy in ABC music lessons but it is quite hard to teach music if you are not musically talented. Would we like a demonstration of the ABC music at a PC meeting? **AP KW – Set up demonstration of ABC music for next PC meeting.**

KM – Would it be possible to put more Jungle Gym equipment in the playground?

KW – It is hugely expensive so unlikely but will have a think about ways to encourage physical activity.

Clarification – By gym equipment KM was thinking of smaller items, e.g. skipping ropes, hula-hoops, balls, maybe a basketball net, chalk. **JJK** – added that it might be a good idea to have organised games as well **AP – KW to consider if it is possible to provide small pieces of play equipment for the children at play time and lunch time.**

KW – Do we think people would like to see what children are doing within their classes? Yes

MM – Will there be more interactive stuff for prospective parents to see – **KW** – Yes, meeting with PC to discuss what this could be, e.g. pupils doing a video tour of the school.

CHURCH REP UPDATE

There are no church updates specific to the school

See Parish Newsletter for church specific updates

Might be nice for children to learn prayer to the arch angels **AP – Consider the children learning Archangel Prayer**

AP – AH, KBD & KF give JJK possible dates to meet with Fr Deeley.

EQUALITIES REP UPDATE

Council wide meeting – Going to wait for minutes and outputs for that meeting before deciding how to take this forward from a PC perspective

TREASURER'S UPDATE

In the account as of 29 September 2021: £2,099.17
No Pending Payments
No funding Requests

Virgin Bank want to chare us around £7 a month for our charity account. Is everyone happy for us to shop around? JJK pointed out that it is the committee members that are liable so that should be up to us. **AP – look at other banks**

Still to come out - £

FUNDRAISING UPDATE

Tesco Community Grants – Closes tomorrow

Christmas Cards – They have been dispatched so should be with us soon

Race to Mount Olympus – Underway. **AP – KW check that all classes are recording their miles.**

Silent Auction & Quiz – Date agreed as Saturday 20th November

IKEA AND UNIFORM

They are happy to help us but asked us what our budget is. We have gone back to say we have no budget and can they donate anything. **AP – Consider if we want to put any money in if they can't donate us anything as it is a great offer just to have their help.**

NURSERY OPEN DAY PLANS

Suggestions for a location in which we could hold a 'meet the parent council' coffee morning –

- Rail Bridge – are there still restrictions that might make this difficult **AP – AH/KFW to check the current rules about numbers allowed to meet in cafes**
- Church Hall – Is this even an option **AP – JJK to check with Fr Deeley**
- **AP – All** Let us know in the WhatsApp if you have a connection to any of the nurseries and are able to ask them to put a poster up for us.

AOB

Night for Sinclair Academy meeting – Fridays seem to be the best evening. **AP – set up first meeting**

Next meeting – Wednesday 27th October 7pm to 8.30pm

ACTION SUMMARY

ACTION	OWNER	Due Date
add constitution to school website and put a change log on the front	AH	
Share Renewal Plans with PC	KW	
Put info about photo permission now including social media on Facebook	AH	
To follow up why there are only 2 children chosen to learn the violin	KW	
Set up demonstration of ABC music for next PC meeting.	KW	
Consider the children learning Archangel Prayer	KW	
Give JJK possible dates to meet with Fr Deeley	AH/KW	
Check that all classes are recording miles for Mount Olympus	KW	
Investigate alternative banks that won't charge for our charity account	AH/KBD/KF	
Consider if we want to put money in to used uniform storage if IKEA can't donate anything but can help us plan/design the area.	All	
Look into rules about how many can meet in a café or restaurant	AH/KFW	
Ask Fr Deeley if the Parish Rooms can now be used	JJK	
Let us know on WhatsApp if you have contact with any of the local nurseries to ask them if they will advertise a PC coffee morning to prospective parents	All	
Consider if we can have some small, loose pieces of play equipment available to the children in the plat ground and organised playground games	KW	