

## **Parent Council Meeting Minutes – 7 November 2022**

### **Attendees:**

Leanne Gordon (Chair), Alexa Pope (Head Teacher), Ingrid Donaldson (Deputy Head Teacher), Naomi Barton, Serena Broadway, Sonia Rutherford, Janet Fussell, Siobhra O'Brien, Dee McIntosh, Vasiliki Pothitou, Poilin Glacken, Sarah Crole, Sarah Johnson, Emma Ritches

### **Apologies:**

Gillian Smith, Dani Dinwoodie, Neil Rudram

| TOPIC                | KEY DISCUSSION POINTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | ACTIONS |
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| Head Teachers Report | <ul style="list-style-type: none"><li>• It has been a busy time in the school for a number of reasons:-<ol style="list-style-type: none"><li>1. School Inspection<br/>Overall the experience was positive and the feedback from the inspection team validated AP's own thoughts about the school. The next steps identified by the team mirrored those that had already been identified by the leadership team.<br/>The Summary Inspection Findings (SIF) will likely be available to go out to parents in December.</li><li>2. AP Verification visit for Masters</li><li>3. Independent Review on Equalities</li><li>4. Parents Evenings - the feedback was that these had been efficient and run smoothly</li></ol></li><li>• Staff Cover / Recruitment<br/>There has been some illness with teaching and nursery staff which has been covered by staff in school. Recruitment is now carried out centrally by the Council.<ul style="list-style-type: none"><li>• Christmas<br/>Plans will be shared with parents in the next week or so but there will be the nativity (no charge being made for tickets), Christmas parties (no charge made, PC donation for prizes), Christmas jumper day (asking for donations of Christmas jumpers to be available at the end of November Brew &amp; Blether) and calendars.</li></ul></li></ul> <p>ID providing a nursery update</p> <ul style="list-style-type: none"><li>• The feedback from the inspection team was very positive.</li><li>• There are currently 57 children in the nursery and 7 have been offered spaces for January start.</li></ul> |         |

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|                           | <ul style="list-style-type: none"> <li>• Parent Consultations are planned for end of November and Stay and Play is also taking place in the nursery.</li> <li>• Forest School is starting again and this year the P1 children will attend Forest School along with the nursery children.</li> </ul> <p>The Raising Children with Confidence Course is also starting again this year.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| Health & Wellbeing Census | <ul style="list-style-type: none"> <li>• SR provided an update on matters – the matter had now been raised with the Scottish Public Services Ombudsman, the Information Commissioners Office and Office of Statistics.</li> <li>• SR advised on the amount of information that can be obtained from the Council's database on individual children and that a Scottish Candidate Number is not random and can be used to identify children.</li> <li>• AP advised the meeting on the procedures in place and school education on cyber security.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                  |  |
| After School Care         | <ul style="list-style-type: none"> <li>• There are still recruitment issues.</li> <li>• The Breakfast Club is up and running and going well.</li> <li>• It has been possible to offer existing families more time.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| School Photos             | <ul style="list-style-type: none"> <li>• Lex has advised that Tempest will no longer be the school photographer. There were a number of issues arising from the school photos – wrong photos going to the wrong families and complaints from learners about the photographer on the day.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
| Fundraising Update        | <ul style="list-style-type: none"> <li>• Halloween Parties organised by Lee made £343.87 profit. The feedback is that the parties were a big success and the children really enjoyed them.</li> <li>• The collection arrangements for the second disco was successful and can be used for future discos.</li> <li>• Discussion around ticket prices and whether Parent Pay should be used as it was a lot of work for the office staff.</li> <li>• SC raised whether Halloween costumes could be donated to the school to be used by children in the future. AP advising that the issue is storage of these but that she would consider this further.</li> <li>• Christmas Fair – 10 December – SR providing an update and that approx.. 80 volunteers are needed for setup, 2 shifts and clean up. Messages may need to be circulated again to year group parents and SR will prepare something to go in the school newsletter.</li> </ul> |  |
| Treehouse Funds           | <ul style="list-style-type: none"> <li>• The school has now been reimbursed (£341.78) by the Parent Council for the costs of temporarily providing staff to run a Breakfast Club.</li> <li>• There were some suggestions for the use of the money received from Treehouse/NECL:</li> <li>• Class libraries / novel sets</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |

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|                             | <ul style="list-style-type: none"> <li>• Smartboards are starting to give up, the software needs updated, a new board is around £1200.</li> <li>• Wildlife Garden – the willow has been trimmed back and it is not accessible to wheelchair users</li> </ul>                                                                                                                                                                                                                              |  |
| Parent Council Bank Account | <ul style="list-style-type: none"> <li>• NR had asked that Sonia Rutherford (SR) be added as a signatory to the Bank Account and this was agreed by those in attendance at the meeting.</li> <li>•</li> </ul>                                                                                                                                                                                                                                                                             |  |
| AOB                         | <ul style="list-style-type: none"> <li>• LP asked about recorder lessons – are new recorders required post-covid? AP will follow this up with Ms Davies.</li> <li>• NB advised the meeting about the National Conversation seeking views on the future of education</li> <li>• There is a consultation by City of Edinburgh Council which ends on 5 December which the children will be discussing with teachers and individual staff will be inputting in to this.</li> <li>•</li> </ul> |  |

**NEXT MEETING DATE: 9 January 2023**