

Parent Council Meeting

25th February 2018

Present- Angela Neil (Chair), Angela Fletcher (Vice Chair), Louise Duncan (Secretary – minutes), Sarah Kelly (Treasurer), Caroline Elsey (HT), Jackie Mellon (DHT), Kerry Dolan (PT), Lisa Martin, Kelly Brooks, Aileen King, Leigh Kane, Adelle Westwood, Libby McDougall, Kirsty Lumsden, Leona Johnstone, Marilyn McRobb, Jennifer Cochrane, Kim Skirving, Lea Sime

Apologies – Charly Stobbert-Brown, Vikki Cameron

The meeting with opened with introductions and apologies. Present was our new Head Teacher, Caroline Elsey as well as some new parents.

Head Teacher's Report

Ms Elsey gave an update – the full content of which will be made available on the Parent Council noticeboard in the school reception and on the app. In summary of the main points:

Inspection – the inspection has been postponed until after the Easter break. The actual date is unknown. Ms Elsey will advise parents when one is agreed. It may be that parents will be asked to complete the parent questionnaire again due to the delay.

Staffing – absence continues to put a strain on staffing resources. Ms Swanson, Primary 5 is expecting but expects to continue teaching until the summer break.

Behaviour – Ms Elsey is working on updating the behaviour policy which should be completed by Easter. Ms Elsey advised that she and the rest of the team are committed to working with parents and agencies when needed when dealing with pupil behaviour. Ms Elsey added that break times tend to be a trigger for behaviour problems and she is looking at improving the playground provision to improve the situation.

Building – Building security has been increased with higher fencing where it was needed and security doors in the long corridor. Ms Elsey also plans to add latches to the top of gates to improve security. This prompted discussion about the condition of the external fencing and how it may be. A programme of internal decoration has started and will take around 6 months to improve the appearance of the school public areas.

Assemblies – there will be a change to whole school assemblies which will now happen only for class led assemblies and on special occasions. Instead, most assemblies will now be held in smaller groupings in order to tailor the content. The current focus is on respect and PRIDE values.

Communication – Ms Elsey believes communication to be important, both with pupils and parents. She is working on updating the school website (including a Parent Council section). The website will contain information on key policies and perhaps restarting class newsletters. Ms Elsey operates an open door policy and is happy to communicate via email, phone or in person.

There will also be two suggestion boxes created – one for parents and another for pupils. The parents' box will be placed in reception. Parent Council suggestions may also be put in the box. Ms Elsey advised that concerns should not be communicated in this way but raised directly with a member of staff.

Treasurer update

Sarah advised that she is currently trying to set up internet banking which will make administration easier.

We currently have £2176 in the bank with an additional £2505 to be deposited from the Christmas Fayre once online banking has been set up.

Our other big fundraisers this year were:

Halloween Disco - £259.05 profit

Fun Day - £640 profit

Spending includes:

Enhanced Nurture Base - £250

Playground - £200

Microwave - £50

Leaving Present - £13

We have committed to spend £3000 on replacing the school stage. This was supposed to be delivered from the supplier in January but there have been some difficulties. Miss Dolan is chasing the company and we hope to have the stage delivered soon.

Sarah commented that the Parent Council spend on the Fayre was down significantly. This has helped to increase profits. It was noted that the class hampers for the raffle were a great success, as well as a cost saving on previous years.

One thing that did cost money at the fayre was buying the chocolate santas for the lollipop stick game. There were difficulties getting them cheaper this year but Marilyn believes we can get them cheaper and will source some for this year.

Fundraising

Spring Disco - we will be holding a Spring Disco in place of the Valentine's disco which couldn't go ahead due to a number of conflicting dates (including the inspection, February break and parent's evening). This will be held on Thursday 2nd May and Louise will do a letter. It was agreed that instead of the usual tickets, we will try taking payments on the door with enough volunteers to ensure that we have ratios covered, even if the entire school attends. Ms Elsey and Miss Dolan will discuss the required numbers and get back to us.

Poltonhall Gala – we agreed to hold a dress down day in aid of the Poltonhall Gala. This will be held on Friday 22nd March. Louise will do a letter.

Bright Sparks – We discussed hosting a dress down day in aid of Bright Sparks. Date to be agreed.

P7 Enterprise – the Primary 7s worked really hard on their enterprise projects and we have agreed to match whatever they have managed to raise from Parent Council funds. This will be put towards their end of year celebration.

Summer Fayre/Fun Day – some parents have requested a summer event. There was some discussion around the feasibility and cost of this and it was agreed before any further discussions are had, a poll would be taken of parents at the next PATPALS in March to gauge interest.

Communication

A new public Facebook page will be created as the current closed group isn't working particularly well for communicating events and meetings as they often get lost amongst other discussion. *Post meeting note – this has been set up as www.facebook.com/hawthorndenparentcouncil*