



Present:

Damien Noonan (Chair)	Alison Walker (Vice-Chair)	
Pamela Currie (Head Teacher)	Kevin McKenzie (Principal Teacher)	
Lesley Kennedy (Secretary)	Helen Bradley	Leanne Gillies
Hilary Matthews	Councillor Jim Goodfellow (joined at item 8)	

Apologies:

Kirsty Usher (Treasurer)	Jo Ratcliffe (Fundraising Co-ordinator)	Fraser Robertson
Karen Polwart	Kerry Hardie	Tina Strong
Lyndsay Wilkie	Anna Holland	Helen Maule
		Louise Potter

Meeting Minutes Approved by:	(APC Chair)
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<u>Item</u>		<u>Action</u>
1.0	Welcome and Apologies	
1.1	Damien welcomed everyone to the meeting, especially Mr McKenzie our new Principal Teacher. Apologies were noted.	
2.0	Minute of the Previous Meeting	
2.1	The minute of the previous meeting, held on 14 th November 2018, was approved by Parent Council (PC) and signed by Damien. A signed copy was given to Mrs Currie.	
3.0	Matters Arising	
3.1	<p>Action items from previous meetings not covered elsewhere:</p> <p><u>Update re. contact with ELC Community Warden (AH)</u> – Anna agreed to contact the local Community Warden, Mandy Smith to discuss the issue of dog fouling along routes to school and on the football pitches. Lesley to follow-up with Anna.</p> <p><u>Attainment data celebration in school newsletter (PC)</u> – Mrs Currie to communicate and celebrate attainment data in the next newsletter.</p> <p>Damien suggested that PC start using social media to engage with the Parent Forum as this may reach a wider audience than their meeting minutes. Requires further discussion. Lesley / Alison to add Helen as admin.</p> <p>Mrs Currie asked PC if there had been any feedback regarding the lack of creche facilities during the most recent round of Learning Conversations. It seems that the event ran smoothly without the creche and that there was no reduction in attendance figures. The creche will not be reinstated unless a future need is identified.</p>	<p style="text-align: center;">LK / AH</p> <p style="text-align: center;">PC</p> <p style="text-align: center;">LK / AW</p>

4.0	Pupil Council Minutes	
4.1	<p>Outdoor lunches. Pupil Council discussed the benefits and drawbacks of children eating their packed lunches outside. There was some concern about the resulting of litter / food waste in the playground. Ideas for addressing this included increasing the number of bins, making and displaying posters about not dropping rubbish and identifying a set area for eating. The issues have been discussed at assembly.</p> <p>Presently, as a result of the poor weather conditions, children are not allowed to eat their packed lunch in the playground and an increase in school meal uptake has been noted.</p> <p>Autumn Fair funds. Pupil Council discussed how best to spend the money donated from Autumn Fair, with a particular focus on supporting STEM aspects of the curriculum. Four members of Pupil Council visited nursery to evaluate the newly purchased easel. It has proved to be a good purchase and is very popular with both pupils and staff.</p> <p>The Owl's Nest has been reinstated, with access according to a class rota. There are board games and other activities available. Pupil Council suggested spending some money on new board games. A new bench is to be installed in the playground, funded by Aberlady Gala 2018. A new flag for the school flagpole was suggested as the current one is a bit tatty.</p> <p>A previous meeting of Pupil Council discussed the issue of overly rough play in the playground. This has been discussed at assembly and some simple changes suggested, such as 'gotcha tig' rather than 'hitting tig'. The P6 class are to be trained in leading outdoor games by an Active Schools representative, in order to encourage and lead structured playground games. The previous suggestion of parents volunteering as playground helpers will be considered for the future.</p>	
5.0	Head Teacher's Report	
5.1	<p>Mrs Currie chose to dedicate this item on the agenda to a discussion of the results of the school and nursery 'Focused Review' carried out in December.</p> <p>It was agreed that both reports read very positively, reflecting the strength of Mrs Currie's leadership and the high quality of the teaching team in place in the school and nursery. Identified areas for development were minor and achievable, if not already in place. It supported the improvements that are being made and reinforced the focus of the School Improvement Plan. Mrs Currie highlighted that she was particularly proud of the reviewers' comments regarding relationships at the school (section 3.1), this being at the heart of what the school offers.</p> <p>This report is for information purposes and will not instigate a formal school review. Post-meeting update – the reports have been emailed to the Parent Forum and are available on the school website under 'School Documents'.</p>	
5.2	Mrs Hall is taking a four month leave of absence. Cover is in place.	

6.0	Evaluation Activity	
6.1	<p>The school vision can be viewed on the school website along with the six school values. https://www.edubuzz.org/aberlady/our-school-aims/. During the school review, the vision statement divided the opinion of the review team and Mrs Currie requested input from PC as to how it should be adapted.</p> <p>PC discussed the relationship between the vision, values and school motto; “We Learn to be Wise”. It was agreed that the vision needs a tag line to hook the children, and that the vision, value and motto need to relate to one another. Further debate and consultation will follow. Mrs Currie to report back to PC on progress.</p>	PC
7.0	Parent Forum Queries	
7.1	<p><u>Access to Active School activities due to timing</u> – There continues to be issues in the Active Schools timetable, with some classes inaccessible to children from non-host schools due to timings. This has been raised with specific examples. There was a recently communicated example of Boys Street Dance at Law, with the P1-P3 class starting at 3.15pm.</p> <p>Lyndsay has written and submitted a letter to the Active Schools co-ordinator on behalf of PC, outlining the issue and possible solutions. A copy has been sent to Eamon John (ELC Sport and Leisure Mgr.). Lyndsay to report back to PC regarding any response.</p> <p>The P1-P3 Cheerleading class hosted at Aberlady starts at 3.25 and is thus accessible to children from other schools. A number of Gullane pupils attend this class.</p> <p>It was recognised that coverage for the 15-20 minutes between the school bell and the start of a class could be a challenge. Who is liable for the children at this time? A solution needs to be found if Active Schools wants / needs children from outside the host school for a class to attend.</p> <p>PC will continue to monitor this issue.</p>	LW
7.2	<p>It was suggested that PC could circulate a list of locally available activities to the Parent Forum, e.g., details for Gullane Hockey Club, Gullane Swim Club etc. There is a virtual hub for the North Berwick cluster that may have already collated this information. Mrs Currie to email the contact names.</p>	PC
8.0	School Budget	
8.1	<p>Mrs Currie communicated the challenges pertaining to this year’s School Budget to PC. It was discussed that while more money is being allocated by ELC to Education, more is being done with the pot, leading to an actual budget cut, across all EL schools, of 1%. The ramifications of this were discussed.</p> <p>Cllr. Goodfellow will take this information to the ELC budget meetings and report back to Mrs Currie.</p> <p>Damien agreed to draft a communication to the Parent Forum for review. Post meeting update – this has been completed and communicated to the Parent Forum for their action.</p>	

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8.2	<p>The school funds are sitting at a balance of £0, excluding a few bits and pieces that are ringfenced for specific areas / resources.</p> <p>Cllr. Goodfellow suggested that Mrs Currie approach the Area Partnership for STEM resource funding. Mrs Currie to follow this up.</p>	PC
9.0	Fundraising overview	
9.1	<p>Parent Council currently has £4,500 in the bank. Autumn Fair raised £3,000 and Greek Night £625.</p> <p>Previously agreed funds have been transferred to the school.</p>	
9.2	<p>Carried action – Karen was following up with After School Club to understand their funds request from the Fireworks.</p> <p>Carried action – Lyndsay was to write an email for distribution to the Parent Forum reinvigorating Easyfundraising, microscooter codes etc.</p>	KP LW
10.0	School Improvement Plan Update	
10.1	<p>The SIP will be streamlined, in-line with feedback from the School Review. The review team felt that the school was trying to do too much too quickly. Work will be on-going. Mrs Currie will update PC at the next meeting.</p>	
11.0	Responsibility Group Update	
11.1	<p>Each meeting, Mrs Currie will choose and share the activities of one of the school responsibility groups. The Technologies Group, run by Mrs Craig, has been discussing internet safety. This was initiated by the group members. They have also been brainstorming possible STEM resources by looking at what is included in the curriculum and what materials would be required to support that learning.</p>	
12.0	School extension update	
12.1	<p>Mrs Currie has met with the architect Wattie McCallum. It was requested that he meet with PC to discuss the plans he was reluctant at this point as it is 'not far along enough in the process'. PC disagreed with this and feels that we need to get in at the start. Mrs Currie to go back to Mr McCallum and include Damien in the communication.</p> <p>Cllr. Goodfellow indicated that the allocated budget for the work indicates that completion of work will be ready for August 2022. This does not align with previous communications or the predications for the school roll. Mrs Currie to follow up and report back asap.</p> <p>PC agreed that we cannot wait until the next meeting in March to progress this.</p>	PC / DN PC
13.0	NBCAP update	
13.1	<p>There is still funding available for projects that are 'ready to go'. PC could not identify anything specific to progress.</p>	

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14.0	Year of Young People fundraising possibilities	
14.1	There is no core funding available, all funding is project based. PC agreed to close this item but to consider being more proactive about projects for funding in the future. Item closed.	
15.0	Correspondence, AOB and Date of Next Meeting	
15.1	Lesley to continue to forward all correspondence to PC.	LK
15.2	It was noted that the Aberlady representatives on the Community Council are against the proposed 20mph speed limit through the village. They argue that the original survey carried out by Ian Malcolm, the results of which indicated support for this initiative, was not representative of village views. This initiative has been blocked.	
15.3	The next meeting will be held on 13 th March at 7pm.	

Lesley Kennedy
Aberlady Parent Council Secretary