

Minutes of Campie Parent Council
15 January 2014
1900 – 2100 hrs

Present	Shona Blakely (Chair) Laura Munro (Minutes) Ailsa Duncan Sara McCann Shirley Banks Colin Liddle (Treasurer) Sara Clubb Gaynor Allen Lisa Wood Sheila Silvagni Nadine Lowry Debbie Bruce Cllr John Williamson Cllr Fraser McAllister Heather Fleming
In Attendance	Debbie Beveridge Alison Elgin Dawn Slight Sue Whatmore Heather Walker Zoe Gillespie
Apologies	Chris Kelly Jean Archer (Clerk) Barry Turner Emma Harrison-Teig

Serial	Discussion	Action
1	Welcome / Apologies	Nil
2	Minutes of last meeting	Agreed All to read
3	SAFE Heather Fleming presented on the SAFE program used to aid transition of P7 pupils into secondary school. Tuesday night meeting attended by Grammar staff, Interesk etc. Info for parents on how to keep children safe during transition (topics of interest: lunch release, travelling distance, adolescence) Changes this year include introduction of a parent rep, need volunteers (Tuesday 25 th March, 6-6:30pm) Group Call, website and Facebook page to be used to attract volunteers Meeting will include Internet safety (30 mins), other topics, inc. adult learning (1hr). Childcare facilities available 20 th Jan, 4pm at Musselburgh Grammar, 1 st planning meeting Lisa Wood and Debbie Bruce voiced an interest in attending.	Comms. subgroup

	27 th Jan, local area partnership meeting (MECA) includes local people making decisions *budget spending in Musselburgh, adult social care, education & family care, Police/Fire Service/Healthcare etc.)	
4	<p>Matters Arising</p> <p>Health & Wellbeing inspection/initiative. Meeting of cluster deutes; project still in the early stages. AE to provide updates at future meetings.</p> <p>The school welcomes input from all parents into the vision statement. Upcoming meeting to discuss the Vision and Ready to Learn Framework, open invite to all parents.</p> <p>Easy Fundraising update on website and GroupCall not completed. Edubuzz website not currently working hence lack of new information being posted.</p> <p>Bikeability – Facebook update not completed. Awaiting feedback re: staff volunteers</p> <p>Cluster approach to East Lothian Food bank (carried to Feb agenda) The food bank is overwhelmed with donations and has stopped accepting new donations at this time. There is a shortage of referrals to the food bank. GA requested more direction re: how to refer families. The HT can refer any family and the family will be contacted for permission prior to any delivery of food. More information needs to be shared with the parent forum about this service.</p> <p>School Crossing Guards – CF</p> <p>Photos of the parent council members for the Facebook page are required ASAP. This is outstanding from October, all photos required by Shona by next meeting</p> <p>Ready to Learn Framework – see Head Teacher’s Report for details</p> <p>Ideas and suggestions about 4 capacities in Curriculum for Excellence from Parent Council; get ideas to DB</p> <p>All parent council members to sign up for at least one subgroup. The sign-up sheet was circulated during the meeting. A list of the subgroup members will be made available.</p> <p>Members asked to volunteer as class reps for each year group. A list will be circulated.</p> <p>Focus for next year - see Head Teacher’s Report for details</p> <p>Email management techniques (eg. For Info, Action reqd.) were discussed between SB and JA prior to the meeting. Outcome</p>	<p>Alison</p> <p>ALL</p> <p>David Gilmour / Alison</p> <p>Comms. subgroup Sue Whatmore</p> <p>CF to Feb agenda</p> <p>Comms. Subgroup</p> <p>CF to Feb agenda</p> <p>ALL</p> <p>Nil</p> <p>ALL</p> <p>Shona / ALL</p> <p>Shona / ALL</p> <p>Nil</p> <p>Shona / Jean</p>

	<p>pending.</p> <p>Clarity on fundraising for charity due to number of different, external appeals – CF</p> <p>PC looking for clarity on communicating with teachers via email. This had not yet been discussed with the staff. Discussion with DB and the teacher reps present at the meeting led to decision that all communication should go via the office; one rule for all. DB to feed back to staff.</p> <p>Parents to feel able to contact the HT when need arises. Once class reps are in place this message will be circulated to all parents and carers</p>	<p>CF to Feb agenda</p> <p>Debbie</p> <p>Class Reps</p>
5	<p>HT Report</p> <p>Primary Management Review</p> <p>The outcome of the primary management review is that all PT posts will be removed from August 2014.</p> <p>Representatives discussed various proposals before arriving at this conclusion. This will be implemented across East Lothian.</p> <p>There will also be the introduction of Depute in Training posts which current PTs can apply for.</p> <p>Various PC members queried the impact of this on the school. Who will staff go to? Development issues? DB stipulated that the school's ability to improve (SIP) will be lessened as the management team will not be able to complete as much.</p> <p>The removal of PT posts will have a domino effect for Campie as Dawn would have to return to her previous school (acting role) and other staff members will return</p> <p>16th January, 8pm, Brunton Hall, ELAPCM meeting</p> <p>Letters to ELC will be welcomed to express the concerns of parents. PC members asked to email any concerns to Shona/Chris to collate into a letter. The final response date to the changes is 1st February so any input is required urgently.</p> <p>Staffing</p> <p>4 x ASN roles filled (N. Combe, A. White, C. Patterson, K. McCallum)</p> <p>Interviews for the depute post are on 22nd Jan (Debbie, Chris and David Scott on the selection board)</p> <p>Ready To Learn</p> <p>Community, Vision and Expectations</p> <p>Key drivers from CFE, develop trusting relationships with teachers and with each other.</p> <p>Framework incorporates the H&W wheel (successful learners, confident individuals, responsible citizens, effective contributors)</p> <p>Links into the SIP re: removing low level disruptive behaviour (ie. Day on day not following expectations)</p> <p>Ready to Learn is a framework for intervention and is a restorative method that helps nurture strong relationships. It allows the child</p>	<p>ALL</p>

	<p>to have a 'fresh start'. DB discussed different successful approaches that use a similar restorative framework. AD has experience of 'Cool in School', positive feedback from teachers and children responded well.</p> <p>Website The current website is not engaging and needs overhauled. DB has contacted David Gilmour for advice on updating, needs follow up Help is required to improve on this</p> <p>Health & Wellbeing The H&W initiative in the cluster is being overseen by the Deputes Development Group. The initiative incorporates all the capacities on the H&W wheel, not just PE and salad! IT focuses on the emotional and physical wellbeing of the children and providing a nurturing school environment where children can learn and thrive. Meeting with Leslie Kinwood (Education Scotland) to discuss understanding and practice of the H&W framework. It is important to engage with the school and wider community. ELC are the first authority to approach Education Scotland for guidance in implementing this. Hopefully the cluster will have an improved knowledge and understanding of H&W by the October session and can share best practice across the cluster schools. It is to be kept simple and focussed. Next H&W meeting in February.</p> <p>Assembly will be moved to Friday morning, parents will be made welcome</p>	<p>DB</p> <p>Comms. Subgroup</p> <p>Alison</p>
6	<p>SIP plan DB gave an overview of the immediately relevant points and deferred the non-live items.</p> <p>Zoe Gillespie discussed Rights Respecting Schools (to be set as an agenda point). Awards are available and are based on the school building an ethos where children respect their own and other's rights. The P7s will be the lead ambassadors for the cause.</p> <p>Tracking of wider achievement (extra-curricular activities) was discussed. HMIE Scotland wants this assessed by the cluster from preschool to P7 stage. PC opinion was that this would be very difficult to track and could put pressure on parents and children (not all families can afford lots of extra curricular activities). To be decided how this can be accurately measured</p> <p>Management team will be focussing on Numeracy in Jan-Feb. A sample of children will be taken to ensure expectations are being met for learning and teaching maths.</p> <p>Accelerated reading will be taken on by the newly appointed</p>	<p>Jean</p> <p>Debbie/Alison</p> <p>Debbie/Alison</p> <p>Management</p>

	<p>depute once interviews are complete. Craig Keiler has also shown an interest in this.</p> <p>The staff has requested a review of the teaching methods used for spelling and cursive script. This will improve practice going forward</p> <p>The SIP plan as a whole will be carried forward to a future meeting. DB will email a copy of the SIP to the PC members</p>	<p>Debbie/Alison</p> <p>Debbie</p>
7	<p>Treasurer's Report</p> <p>CL is now able to access the PC account although the previous treasurer is still involved in the role during the transition period. CL confirmed a NET income of £1815 for the Summer Fair and the current balance of the PC account is £8162</p> <p>It was discussed that a debit card for the PC account should be requested to allow for faster reimbursement of personal monies spent for events/planning etc. Treasurer to investigate this possibility.</p> <p>£1000 is still pledged to the library but will not be spent until the current books are properly catalogued</p> <p>It was discussed that money should be invested in supplies for Golden Time. An amount of £200 per year group to be spent on craft items (total £1800) was agreed by the majority vote (11 in favour)</p> <p>An amount was pledged to subsidise P7 camp and £350 was donated to pay for the bus to camp as there is no council provision for this.</p> <p>It was discussed what we should ring fence an amount to subsidise P7 camp each year. DB will assess on a case by case basis.</p> <p>It was suggested that a discussion on future spending of PC monies should be added to a future agenda.</p>	<p>Colin</p> <p>Jean</p>
8	<p>Burma Link</p> <p>Gaynor gave an overview of the current situation in Burma and Liberty's recent visit to Campie. Liberty had enjoyed her visit and found it very beneficial. It is Liberty's intention to introduce Pupil Councils in the CDC as a direct result of seeing them in action during her visit.</p> <p>The Burma subgroup hope to recruit more parents and children and want to continue the P6/7 children going into the community to discuss our links with the CDC.</p> <p>Burmese New Year is in April and is a water based festival therefore the subgroup may plan an event around this.</p> <p>Gaynor will be going to Burma to visit the CDC and Liberty and Ailsa Duncan will also be visiting with her family in December.</p>	<p>Gaynor</p>
9	<p>Focus for Next Year</p> <p>Dawn Slight will be doing Next Steps in Leadership training</p> <p>The SIP will be moved forward</p>	<p>Nil</p>

	We will develop a strategy for charitable donations/events, what do we support and why? This will involve the parents and children	
10	<p>AoB</p> <p>Gaynor suggested spending some money on an outdoor classroom</p> <p>There have been instances of fly tipping in the rugby club car park. Since lots of parents use the car park at collection/drop off times they have been asked that if you see it, report it.</p> <p>Susan Whatmore has had one note of interest in Bikeability. Communications needed to get more volunteers (Facebook etc.) or contact Shirley</p> <p>Debbie Bruce enquired about what was happening with the old nursery out building and suggested that the space could be utilised to create improved disabled parking/access.</p> <p>Gaynor mentioned a beach clean-up project taking place on 10th May as this may be something the school could get involved in.</p> <p>The subgroups can be opened up to the wider parent community next.</p>	Comms subgroup
	Next Meeting: Wednesday 19th February 2014	All