



Campie Parent Council Meeting – 20th March 2018

Attending	Kirsty Sivell (Clerk) Shona Blakeley (Chair) Cllr Stuart Currie, Laura Munro, Colin Liddell (Treasurer) Jane Ligget, Fiona Erskine, Sarah Macdonald, John Gilligan, Linsey Brown, Susan Heaton, Elizabeth Hunter, Tansy Main (Vice Chair) Kirsteen Wishart, Nicola Dixon, Cllr Andy Forrest, Claire Paterson, Laura Saunders
In attendance	Pauline McKay (HT) Alison Elgin (DHT)
Apologies	Cllr Katie Mackie, Sara McCann, Ailsa Duncan, Tracy Duncan

Serial	Agenda item		Action
1	Welcome and apologies	The chair welcomed everyone to the meeting. Introductions were made for any new members.	
2	Minutes of last meeting	Previous minutes were approved (with two slight amendments to be made)	
3	Matters arising		
5	Sub-group reports	<p>Communications – Laura has started to collate all the minutes with the aim of getting them on the website. She has asked Kirsty to send any minutes and agenda from the AGM last year so she can update the website. Sara continues to share the information board weekly. Laura has asked if the parent council meetings can be put on the board in future. Laura has shared the news about the grant for the playground and the success of the Your Voice Your Choice bid. The fundraising team have been using facebook to put out posts about plans for Easter and easy fundraising. Tracy asked about the best method of communication and Laura asked for anything to be sent direct to her to circulate. Elizabeth mentioned that there is a surplus of group calls that could be used (Tracy should speak to Brenda if she wants a group call to go out)</p> <p>Playground – Money has all been earmarked for the playground. Mrs McKay has now received written permission from the council for the parent council to work with external suppliers. The group have started to look at purchasing the equipment and it was suggested that we could save on the VAT if the school bought the equipment and the parent council reimbursed them. Mrs MacKay will have a form to fill in for each piece of equipment. Re-looked at the container quotes again and Elizabeth has sourced a 20ftx8ftx8.6ft container (same supplier as tower bank used) which costs £2690 inclusive (with the VAT saving) Will be required to paint the container (to weather proof it) clad one end in timber and attach climbing holds. Would like</p>	Kirsty

	<p>to ask the community to help paint it as soon as it is in situ.</p> <p>Mrs McKay has asked a member of the staff team to be a play champion who will be properly trained. The loose parts play coordinator from the council will contact Mrs McKay to arrange this.</p> <p>Now looking for donations of items to be put into the loose parts play container, Tansy will circulate a list of desirable items.</p> <p>The team plan to communicate to the wider parent forum on the benefits of children using the loose parts play and managing risk.</p> <p>The group has sourced the football goals & basketball hoops which will cost £5800 (with the VAT saving) Elizabeth has found a local supplier who provides AstroTurf who could 'partially' surface the area with the funds that are available. He has agreed to a small discount if we advertise his company on a banner. Elizabeth has suggested doing some fundraising to fund more coverage (costs approx. £50 per sqm)</p> <p>Senior repairs officer has agreed to remove the broken seats in the playground.</p> <p>Fundraising – <i>Fundraising Meeting Minutes, Weds 7th March</i> <i>Att. Susan Heaton, Nadine Lowrey, Clare Paterson, Elizabeth Hunter, Ailsa Duncan, Lynne Kerr.</i></p> <p><i>Easter egg hunt - 29th March - in the playground, 2.50-3.30pm.</i></p> <p><i>£2 per sheet to find the clues over the easter break. Prize draw of completed forms - giant chocolate egg.</i></p> <p><i>Bake sale</i> <i>Guess the bunny birthday.</i> <i>Guess how many eggs in the jar.</i></p> <p><i>Actions -</i> <i>Make new clues/location (all)</i> <i>Buy giant egg & rabbit soft toy (Nadine & Clare)</i> <i>Source jar and buy eggs (Nadine)</i> <i>Groupcalls (Elizabeth)</i> <i>Print and laminate letters (Ailsa)</i> <i>Print forms (Nadine)</i> <i>Put clues together & print (Lynne)</i></p> <p><i>Summer Fair - 16th June, 1-3</i></p> <p><i>Raffle prizes confirmed -</i> <i>Nerf Gun Party (worth £200)</i> <i>1hr bounce session for two at Ryze</i> <i>Two month passes for Quay</i></p> <p><i>Actions -</i> <i>Raffle prizes (all)</i> <i>Official headed letter (Elizabeth)</i> <i>Raffle tickets printed (Nadine)</i> <i>Chase up activity providers (Susan, Clare, Lynne)</i> <i>Stalls arranged (Susan)</i></p>	<p>HT</p> <p>Tansy</p> <p>Playground Group</p>
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		<p>description on the door saying what it is for. HT agrees with this. The group would like to make it more of an information hub and have a notice board in there. Tracy raised a concern about the glass table from a health and safety perspective. Chair has authorised for this table to be removed. Nicola will arrange this to be removed.</p> <p>Cllr Stuart Currie has an action to ensure that people are being signposted correctly to welfare rights at ELC for advice on benefits.</p> <p>The social inclusion group would like to have a presence at the P1 transition event to talk about the social inclusion group and try to encourage parental engagement from day one.</p> <p>What is the best way for the parent forum to contact the social inclusion group? Could we possibly set up separate email address for the individual subgroups? Laura will contact David Gilmour about setting up email addresses.</p> <p>Miss Elgin is planning to change the presentation for the P1 transition (underpinned by the schools' values and vision) She is meeting with Lynn Welsh tomorrow about this but stated that the school is not prepared to start the transition process any earlier but would like to reassure everyone that there will be a transition programme starting around May time to try to avoid any issues that have happened in the past. Some discussion took place about the P1 transition leaflet.</p>	<p>Nicola</p> <p>Cllr Currie</p> <p>Laura</p>
7	Treasurer's report and requests for funding	<p>The current balance is £26,500 with £20k set aside for the playground. The only income lately is from the school lottery.</p> <p>Some discussion took place about the need for Kirsty to have her own laptop funded by the parent council. Kirsty said she has her own laptop that she can use but is struggling to print off copies to bring to the meetings. It was agreed that future meetings would be held in the dining room and the minutes could be projected for all to view.</p>	
8	HT Report	<p>The school is in the process of recruiting a teacher with the people equity funding, this has been re-advertised and HT is in the process of recruiting for this post.</p> <p>Mrs McKay had an action to check out the lighting at the area where the outdoor classroom is planned to go. Graham Brotherston from the council came to inspect the lighting but this needs to be properly assessed to check that it is sufficient for the purpose of deterring anyone from using the outdoor classrooms out with the school day.</p> <p>The Care Inspectorate visited the nursery on an unannounced visit and the report can be viewed online.</p>	

		<p>Your voice your choice was successful and the children had lots of positive feedback on their presentation. The children had the opportunity to share their experience at the assembly on Friday. The funding is available and they can now order the equipment.</p> <p>Vivienne Caruthers talked about your voice your choice at a previous meeting and there was some concern about some of the children's comments from the first engagement survey. As part of the consultation it has been decided that the school will develop a playground initiative. Children are to be invited to be champions and attend training to develop strategies to use in the playground, they will have the skills to share with their peers to help diffuse any situations in the playground and this will be tied into the school values. The children will then train the next cohort of trainers.</p> <p>It was highlighted by some parents at the recent In-service day that there was a need to have the children's version of the school improvement plan on the school website. This has now been published on the website.</p>	
9	Tabled information	Shona covered off all the tabled information.	
10	AoB	There has been some feedback from parents about lunchboxes coming home with spilt yogurt & liquids dripping from the lunch boxes. Miss Elgin informed that it is council policy that all food containers and wrappers from packed lunches has to go home as they are not allowed to dispose of anything not from the school kitchen with the school waste.	
	Date of next meeting	Wednesday 25 th April	