

DUNBAR PRIMARY SCHOOL PARENT COUNCIL

Minutes of Meeting Held On: Monday 7 October 2014 at 7-9pm at John Muir Campus

Tracy Gillespie (Co-Chair)
 Lisa Lumby (Vice Chair)
 Sarah Horsburgh (Vice Chair)
 Margaret Brown (Treasurer)
 Jane Lockett
 Helen McLachlan
 Jacqui Preston
 Lisa George
 Angie McDougall
 Suzanne Burgess
 Julie Adams

Tracy Drysdale
 Eden Blair
 Steph Gilmartin
 Mo Sangster
 Jaclyn Eeles
 Trudy King
 Helen Gillanders
 Will Collin, Dunbar Community Council
 Lucy McCloughan

Apologies:

Siobhan Thomas
 Susan Brennan
 Sarah Watt

Micheal Veitch
 Jenny Cowsil
 Dee Davison

1.	<p>APPROVAL OF PREVIOUS MINUTES AND MATTERS ARISING Tracey Gillespie (Chair) opened the meeting and thanked everyone for attending. It was noted that the June minutes need to be amended to state that the date of Ladies night is Friday 28 November at Hallhill.</p>	
2.	<p>The focus for funds for this session are: the outdoor classroom, to replace the outside wooden benches at John Muir (Angie M mentioned that two of the benches dangerous and Helen stated that the Janitor was dealing with this) HG to get costings, metal table tennis table for the playground at Lochend campus (estimated cost: £1000), more wooden structures at Lochend, twelve new football strips (tops, shorts, socks). It was agreed that the Parent Council will continue with improvements in the playground as this is beneficial to all pupils.</p>	HG
3(a)	<p>DUNBAR READS ALOUD It was agreed that the Parent Council would fund prizes for DRA and Helen will match fund (£50-£60 for comics and magazines and non-fiction books) to help keep the pupils motivated. After the October break pupils will bring their bookmarks into school. Helen will send information home with pupils to highlight the importance of reading aloud (this also helps pupils when they go to DGS).</p>	HG
3(b)	<p>READATHON (2 – 13 February) (Eden Blair and Melissa Mitchell). This will run for two weeks and Eden and Mel are currently going through the previous paperwork to find ways to simplify the information given out to parents (possibly using bookmarks).</p>	MM/EB

	<p>A book prize will be issued every day and all pupils who raise £5 can be entered into the big prize draw). It was suggested that the money raised by used to revamp the library at John Muir Campus and purchase more books for Lochend Campus.</p>	HG
4(a)	<p>SCHOOL CALENDARS It was agreed that the best way forward was for Malcolm to receive all paperwork for calendars and he will produce a sample calendar that parents can order.</p>	TG
4(b)	<p>LOTTERY This has been running for three years and the outstanding 6 draws will be made at the next meeting to break even. It was agreed to revisit this in the new year to decide the best way forward.</p>	
4(c)	<p>CHRISTMAS CARDS All pupil drawings have been sent away and samples/orders will be sent to parents when the school receive them.</p>	
4(d)	<p>TOY SALE Jacqui Preston agreed to take this over from Eden Blair.</p>	JP
4(e)	<p>ARTIST IN RESIDENCE The Parent Council agreed to fund the Artist in Residence for this session (est cost: £500) for P3 and P6 pupils. School to Contact Susan Mowatt to discuss links with class curriculum</p>	
5.	<p>HEAD TEACHERS REPORT</p> <ul style="list-style-type: none"> • Helen gave thanks to volunteers and staff who attended P7 camp and made it such a huge success. She received very positive feedback stating the pupils were a credit to the school. This encourages independence and develops resilience in pupils. • The HMle will be visiting school on 11 November to look at the good practice in PE (using iPads to improve the performance of pupils) • All parents/carers are welcome to take part in the fun run on 10 October at Lochend Campus. • Computer Refresh: IT Department will be replacing pupil netbooks. • Self-Evaluation: Helen has requested that at the next meeting if the first half hour be used to get feedback of parental involvement and community involvement within the school. We will use HMle Materials 'HGIOS'. • Andrea Satterly the Dyslexic Support Assistant left DPS at the very end of the session. Support is still on-going for pupils who need literacy support (fine motor groups, reading groups, phonic groups, maths groups). Helen has put 60hrs of extra support staff working in school this session. • Jaclyn Eeles (DHT) and Pam Clark (DHT) will be going to see the Fresh Start programme (Phonics) in action at Castleview Primary School in October. The programme aims to ensure all children can read confidently before secondary school & is used to target specific pupils. We are intending to 	HG

	<p>introduce a phonics support programme for those pupils still requiring assistance with reading</p> <ul style="list-style-type: none"> • Pupils Drop off: P1 - Angie McD asked if cones be moved to assist with the smooth running of this (Helen agreed to look into). Helen said that P3 buddies would be involved to help ensure that parents don't walk through the lines. After Easter break it would be preferable for parents to drop off P3 pupils at the gate and wait at the side of the fence if required. • There was a concern raised about pupils playing on equipment before school starts and Helen will send letter stating out of bounds before school. • Lost Property: Any volunteers can check through this if they would like. 	HG
6.	<p>COMMUNICATION</p> <ul style="list-style-type: none"> • There will be a button vote at Parents Night to get feedback back from parents about preferable communication methods. (Questions to be decided at next meeting). • Kathy to find Rep Info sheet and discuss with Tracy. • Drop Box – Mo Sangster will move all Parent Council information to temporary Edubuzz site. • Parent Council Website – it was agreed with Suzanne to have a completely independent website with a new address as there is various issues with the edubuzz address. This can then be linked to Parent Council Facebook page. Sarah H offered to assist with this. Morag Haddow will have to transfer Admin responsibilities. • Jacqui Preston agreed to create a Twitter account for Parent Council 	<p>HG/ALL</p> <p>KD MS</p> <p>SB/SH</p> <p>JP</p>
7.	<p><u>ANY OTHER BUSINESS</u></p> <ul style="list-style-type: none"> • <u>Maths:</u> Lucy M said that some parents were concerned about the amount of Maths homework given to pupils as see imbalance between Literacy and Maths. Helen asked parents concerned to contact herself or Jaclyn Eeles to discuss. • <u>Challenger Bus:</u> There were concerns from parents about the Challenger Bus visiting school – Helen stated that the school gives access to all religions and this is just a different form media. Parents would like to know in advance that the bus will be visiting school – Helen will take this on board. • <u>Road Closure:</u> The road being open/closed to reduce traffic at different times is causing some confusion. It was suggested that any concerns to be given to Police or Councillors. 	<p>HG</p> <p>HG</p>
8.	<p>DATES OF NEXT MEETING (7-9pm)</p> <p>The next meeting will be held at John Muir Campus on: Tuesday 4 November at 7.00pm.</p>	

Signature of Chair: Date: