

DUNBAR PRIMARY SCHOOL PARENT COUNCIL

Minutes of Meeting Held On: TUESDAY 2 FEBRUARY 2016 at John Muir Campus

Present:

Sarah Horsburgh (Chair)
Claire Ainslie (Co Vice-Chair)
Claire Young
Helen Gillanders (HT)
Jaclyn Eeles (DHT)
Erin Armstrong (P5 Teacher)
Susan Brennan (Nursery Teacher)
Siobhan Thomas
Julie Adams
Lauren Howat
Nadia Francis
Lisa Lumby
Sam Stebbing
Jaqui Preston
Will Collin

Apologies:

Trudy King
Michael Veitch
Tracy Gillespie (Co Vice-Chair)
Mags Brown (Treasurer)
Helen Faulds
Suzanne Burgess

1.	APPROVAL OF PREVIOUS MINUTES AND MATTERS ARISING Sarah Horsburgh (Chair) opened the meeting and thanked everyone for attending. The previous minutes were agreed by Julie and seconded by Lisa.	
2.	PRESENTATION BY LARA NERI Please find attached Power Point with an update on Children and Young Person Act and Named Person Legislation. (This will also be put on DPS website).	<i>JE</i>
3.	HEADTEACHERS REPORT <ul style="list-style-type: none">• Helen asked that all trips be paid promptly as £7000 is still outstanding for the February 2016 York trip and a huge amount of time is spent chasing up payments even after activities. School is looking at if York is viable and if £200 is too expensive for the trip, parents are concerned about the cost. There was some confusion over the payment dates, parents had presumed that the later date given was the due date for payments. Helen and Kathy mentioned that arrangements could be set up to pay by instalment if necessary.• The budget is coming out second week in February. This is always a difficult time for schools – this year the school has felt the squeeze and whilst it has not impacted on staffing, next year it might. Each year Helen has to find £65-70k as part of the rolling efficiency saving – this means less to spend in school. Usually she tries to have a carry forward to help this but not this year.• Staffing update: Mrs Kempton and Mrs Hamilton (Nursery Nurses) will return from maternity leave in March. Mrs McBirnie will return just before the Summer holidays, Mrs Wilson will be back the beginning of June, Mrs Wheatley will return in August from a career break and Mrs Whitehead will leave us at the beginning of May on her maternity leave.	

	<ul style="list-style-type: none"> • Athletics is available as a home activity for all P3-P7 pupils – it costs the school £5 each and Helen is a little disappointed that some pupils are not engaging with it at home. She feels that pupils really need parent support here to encourage them, to sit and watch and praise etc. Pupils will get quicker, have better recall, improve their mental maths skills with this programme but only if they practice regularly. • Quality Improvement Officer visit tomorrow at both campuses – 3 HT, 1 DHT and a Support Officer from Early Years are splitting across both campuses to look at the curriculum we offer and how DPS staff use their own self-evaluation to improve pupil’s learning. They will be visiting classes, talking to pupils, meeting with staff groups and pupil focus groups to get a picture and provide feedback to the school. Helen will share this at the next meeting. • Following on from Miss Eeles Work of Work programme Helen is looking at a way to engage the whole school in seeing that school is the start of a journey of building up skills for life, work and learning. There will be a day of activities (possibly in May). • P4 pupils will be going to Lochend Campus in August. • Helen stated that there is a cost to the school of £200 every month for pupils who have not paid for their lunch and asked for suggestions on how to stop this from happening without being detrimental to pupils. To check with ELC and other schools on legal way forward. 	
<p>4.</p>	<p>FUNDRAISING</p> <ul style="list-style-type: none"> • Calendars: As there are a huge amount of calendars left it was decided that each teacher can be given one and a box be placed outside Nursery to enable parents to purchase and give a donation. For the next calendar Sarah will start getting advertising in place from now, pictures of pupils to be done the first week back and stuck in place on the second Friday back. • School Fair: Siobhan will set up a stall for selling calendars and remaining toys and books. • Ladies Night: It was agreed that there will be no ladies night this year but will revisit the option next session. • Sports Relief: The PC will be having a Sports Activity themed day at Hallhill on 18 March 2016 where there will be sponsored activities for all age groups. To discuss at next meeting. School will be holding their own fun day with activities and pupils will be encouraged to come dressed in sporty gear. 	
<p>5.</p>	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • It was agreed that Friday Dress Down days would stay as fundraising days only and not be every Friday. 	

	<ul style="list-style-type: none"> • Julie mentioned the huge amount of cars every morning dropping off pupils at Lochend Campus instead of Hallhill. There will be gates placed across the red road where children cross to discourage this and a note will go in the newsletter to encourage parents to use Hallhill. • There was a query about if Parents are fined for taking their children on holiday during school session times this is not the case but absence is marked on the register as unauthorised holiday. Helen stated that it is vital pupils attend the first two weeks of the new session rather than going on holiday. 	
<p>6.</p>	<p>DATE OF NEXT MEETING – Monday 7 March 2016</p>	
<p>4.</p>	<p>MEETING DATES</p> <ul style="list-style-type: none"> • Tuesday 12 April 2016 • Tuesday 3 May 2016 • Monday 6 June 2016 	