

DUNBAR PRIMARY SCHOOL PARENT COUNCIL

Minutes of Meeting Held On: **Monday 5 December 2011 at 7.30 in John Muir Campus School Library**

Present:

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| 1. Audrey Cameron (Co-Chair & Woodland am) | 2. Lucy McCloughlan (P3A) |
| 3. Grainne McIntyre (Lighthouse pm) | 4. Anouska Woods (P3B) |
| 5. Sarah Duguid (Harbour/Seashore am) | 6. Sarah Watt (P4A) |
| 7. Emma Vance (Harbour/Seashore pm) | 8. Dee Davison (Co-Chair & P4B) |
| 9. Deborah Curtis (P1C) | 10. Lorraine McLuckie (P6D) |
| 11. Christine Love-Rodgers (P1D) | 12. Helen McLachlan |
| 13. Anna-Marie Gibson (P2B) | 14. Laurence Tierney |
| 15. Sharon McVitie (P2E) | 16. Karen Leitch |

Other Attendees:

Helen Gillanders - HT

Susan Brennan – CT

David Summersgill - Sign Language Interpreter

Apologies:

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| 1. Liz Wardhaugh | 2. Angela Graham |
| 3. Nicky Hamilton | 4. Heather Black |
| 5. Morag Readman | 6. Anne Creedigan |
| 7. Julie McAlpine | 8. Mo Sangster |
| 9. Gwen Edwards | 10. Kirsteen Wilson |
| 11. Jane Tulloch | 12. Eden Blair |
| 13. Monika Rogge | 14. Wendy Morrison |
| 15. Emma Hexley | 16. Annie Beatty |
| 17. Susan Mowatt | 18. Jill Lough |

		<i>Action</i>
1.	<p>Approval of Previous Minutes and Matters Arising</p> <p>The minutes of the meeting held on 3 November were not approved (forgot – sorry!) and the amends required, regarding the Readathon discussions, will be made and the minutes recirculated for approval at the January Meeting.</p>	<i>Dee & Audrey</i>
2.	<p><u>Sub-Groups Meeting (7.00 to 7.30) Reporting Back</u></p> <p>School Grounds: Good ideas from meeting on Friday – Grainne to e-mail info to Helen Gillanders.</p> <p>Healthy Living Group: AC to check with Janet McD-W re information on headlice for parents. No volunteers as yet for ‘Unicef Rights of the Child’. Kathy Duns to send e-mail requesting volunteers and appeal to be posted on Parent Council Website. No further information on payment cards as yet. Still</p>	<i>Grainne</i> <i>Audrey</i>

	<p>incidents in school of ‘slapped cheek’ and ‘hand, foot and mouth.’</p> <p>Fund Raising Group: £1,600 raised from proceeds of Christmas Cards (allocated for Artists in Residence) £1,700 raised from sale of school calendars £1,292 raised for Children in Need £185 raised from ‘Spooky Disco’ (for Playground Charters Posters) £2,757 (not final total) raised from Ladies Night (allocated for 2 x Visualisers) £432 raised from Toy Sale (for Nursery wish list) Helen to discuss with Pam.</p> <ul style="list-style-type: none"> • Funds will be issued from PC to school for allocation of £60 per class when replacement cheque book arrives. • Artist to be scheduled to come into school and will be available to every class. • Thanks given for all hard work carried out and people who gave so generously. • Ceilidh (27 Jan or 3 Feb) for families 9pm finish. Cost £10 for family of four, to discuss with Annie Beatty. <p>Curricular Group: Possible need for another Curricular Evening for Nursery Parents.</p> <p>Science Group: A small group of the parent council have been planning the next Science Festival for 2012, monthly Science Club and on-going work within the Science, Maths & ICT Group and what parents can help with in class. Nicola Murray (CT) has provided information on what topics are covered in her science classes. Parent Council to meet up with Nicola to discuss further.</p> <p>Library: Running smoothly. A parent volunteer still required for P3A – a note to be sent to parent/carers requesting help (this may be done on a rota). The order is in for the new books from pupil/teacher requests and just needs to be processed and put on shelves. To date £145 has been taken in for Birthday Books this session and £150 carried forward from last session. Suggestion that birthday books be issued for each class and ideas for books could be made by Teachers.</p>	<p>Helen</p> <p>Audrey and Annie B</p>
<p>3.</p>	<p>Report from Headteacher</p> <ul style="list-style-type: none"> • <i>Parent Teacher Evenings</i> – Helen has had positive feedback from parents. The dates will be swapped over next session P4 - P7 (Mon, Tues) - Nursery/P1 – P3 (Wed, Thurs). • <i>Accelerated Reader</i> – Every child in P4 to P7 has signed up to Renaissance Learning, nominated pupils in P2 & P3 and occasional pupils in P1. £600 has been spent from the school budget on AR. P3 now have ample books. All pupils to be tested within 24 hours from finishing a book and can go to ICT suite at lunchtime to solve problems with ICT access. Sarah W to discuss further with Helen. • <i>Oxford Reading Tree:</i> PC stated books were in bad condition but only used by pupils for a very short time (3 weeks). Helen and Pam are looking at different reading resources for early stages. 	<p>Sarah W</p>

<p>4.</p>	<ul style="list-style-type: none"> • <i>Asda Disco:</i> (Profits to DPS) – unfortunately, there was a poor uptake of tickets for this event and a group of attending parents felt that DPS did not promote this event enough and wrote a complaint letter to the PC. The school was only asked by Asda to promote this event three days before and promoted it as much as possible within the time. A response letter was produced by the Parent Council by the end of the day of receipt. The PC will attempt to ensure good communications with local businesses and aim to develop long term fundraising – sponsorship relationships with them. • <i>Road Safety:</i> ELC has a duty to grit certain paths (from school gate to school entrance and fire exits). Routes other than this are ELC responsibility. Janitor is waiting for correct salt to arrive. Parents to contact Colin Baird (ELC) with any issues. Lollipop ladies now at end of Kellie Rd and Countess Road (Hallhill Crossing) and making a huge difference. However, Jim has been moved from the Edinburgh Road crossing adjacent to the school to Countess Crescent (near new Community Centre), which is major concern. Police have taken action re drivers going through traffic lights at Countess Road and are using mobile speed cameras on Kellie Road. School road safety survey training has been carried out at John Muir Campus. Reminder to be added to next newsletter stating ‘no scooters to be ridden in the Nursery playground. Posters to be designed by pupils to stop children riding their scooters within school grounds. • <i>Lunches:</i> The reduced rotation of menu should help the availability of lunches at Lochend Campus and HG stated that pupils do not wait an excessively long time to get into the Dining Hall. • <i>Adverse Weather:</i> In heavy snow, pupils will be brought in through the Dining Hall (fire door). Pupils with any problems to discuss with HG. • <i>P1 lines:</i> Some parents of P2 and P3 pupils cut through P1 lines as they are going into school which is very disruptive. Options for directing parents in order to stop this happening were discussed such as using moving the P1 lines away from the grass area to create a clear route on the playground for parents as they leave and using traffic cones to direct parents to use this route. P2 and P3 parents were also inadvertently blocking access at the P2 playground by gathering between the corner of the school and the Quiet Area and simple poster signage created by pupils could be used to avoid this happening. <p>Parent Council Website discussions</p> <p>Morag Haddow is currently responsible for updating the website and views from Class reps were sought as to how the PC website could be made to be more useful, functional and effective. Helen will consult with teachers and seek their suggestions.</p> <p><i>Suggestions:</i></p> <ul style="list-style-type: none"> • That a presentation be given to parents and class reps • Each Class Rep to send a note to all parents in their class explaining why we need their email addresses and requesting they provide them. • Information at Parent/Teacher Evenings • More photographs and information on events posted quickly to keep the website up to date and fresh 	<p>Dee</p> <p>Helen</p> <p>P2 & P3 Class Reps</p> <p>Helen</p> <p>Helen</p>
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	<ul style="list-style-type: none">• Newsletter to be changed from Parent Forum to Parent Council News Helen & Andrew McLachlan and Laurence Tierney offered to assist with upgrading of the website. Any ideas and suggestions are welcome.	<i>Helen McL & Laurence T</i>
6.	Date of Next Meeting: <u>Tuesday 17 January at 7.30 in the John Muir Campus Library.</u> (MOVED BACK FROM Tuesday 10 January 2011 as this is the first day of term)	