

## DUNBAR PRIMARY SCHOOL PARENT COUNCIL

**Minutes of Parent Council Meeting Held On: TUESDAY 11th SEPTEMBER 2018 at John Muir Campus**

### **Present:**

Helen Schoen (Chair)  
Helen Faulds (Co-Vice Chair)  
Helen Gillanders  
Jaclyn Eeles  
Sara Covey  
Gillian Heavie  
Hazel Baptie  
Jennifer Holland  
Emma Buglass  
Emma White  
Julie Adams  
Hazel Baptie  
Lynne Campbell  
Helen Bennett

### **Apologies**

Susan Brennan  
Michelle Higginbottom  
Debbie Hadden  
Sharon Brown

#### **1. APPROVAL OF PREVIOUS MINUTES AND MATTERS ARISING**

Helen Schoen (Chair) opened the meeting and thanked everyone for attending. The minutes from the previous meeting (June) were agreed by Helen Faulds and Jaime Calder

## **2. REPORT FROM HEADTEACHER**

- Julie Ross has been appointed as a DHT and will be starting at Dunbar Primary after the October break. She will be attending the next Parent Council meeting. There are currently adverts in for Behaviour Base Teacher, Class Teacher (2.5 days) and for two Playground Supervisors.
- The Charities that Dunbar Primary will be supporting this session are McMillan, Childhood Cancer and Breast Cancer. It was agreed that a dress down day will be held to raise funds for Dunbar Christmas Lights. Purple Pinkie day (through Rotary) will go ahead with the pupils but as an information day for the pupils.
- Aileen Kelly (PT) will be holding an information evening about Restorative Approaches and a date will be issued for the viewing of Resilience Film (there will be a list of people who can be contacted for support following the film).
- Lucy Hare (1+2 Languages) gave thanks to the Parent Council for the funds that enabled the school to purchase books and puppets (£500 funding has also been issued to buy more books/resources) . There are signs and flags around the school. Helen will put information online for P1,2, 3 Parents about what the pupils are learning in school (**Action: HG**).
- The September Newsletter will be going out to all parents tomorrow which includes the information that Wraparound is now under Dunbar Primary School staff structure.
- Helen would like to set up a group to discuss the pupil report procedure which will also include input from staff and pupils. Scottish Councils are looking at parents being informed in different ways and throughout the year to enable more engagement with pupils learning to meet the needs of parents, pupils and teachers. There will be a button vote at Parents Evening. If you are interested in being part of this group please contact the school office.
- There will also be more information to follow regarding School Improvement Groups.

### **NUMERACY & MATHS REPORT**

- Helen Bennet gave a presentation about Numeracy which is available to view on DPS website. A discussion about Mathletics followed and with the general feeling being that there is a preference for set tasks for pupils. Maths Mixers have started for the new session with smaller groups and procedures in place to support pupils and parents are enjoying joining in. Any feedback from parents about our numeracy and mathematics work is welcome and a letter will be going out with pupils asking for volunteers to assist in class.
- See attached sheet for fundraising - Helen is working with the local Councillor to enable the local community to take over part of Lochend woods that will then enable the school to set up their own woodland for use by all the pupils for outdoor learning.
- Helen requested £40 for a clothes rail for uniform (this was agreed by a show of hands).

### 3. PARENT CHAIR UPDATE

- Thanks given to all the volunteers who helped with the portrait layout. The calendar adverts are £50 per advert and Helen S is working on trying to establish 3 adverts per page. Jamie to get samples from other companies and speak to printer about matching price. It was agreed to continue with current layout of calendar and the colour to be purple. It was agreed to do a 700 print run and to give a free calendar if company has paid for an advert. Calendars to be sold at Parents Evenings. The cost is: £5.00 per calendar (£12.00 for 3). Adult volunteers required to help P7 pupils sell the calendars at parents evenings.
- iPads were the main wish list item for this session - Helen S put forward a suggestion that pupils write requesting an iPad for the school stating the educational benefits of using them in school. This could be requested on any fundraising eg We write for iPads..., We run for iPads. Jaclyn will get cost for iPads through East Lothian Council IT Department and also ask how to increase the speed of the library PC at John Muir Campus **(Action: JE)**
- Emma will be taking forward the organisation of the Christmas Event and is looking at a Friday afternoon 'Elfridges' event. Each year group would pick an item to donate (ie P1 - Chocolates) and a request to be placed for donations of wrapping paper. Pupils can buy a present (suggested price £1) which will be wrapped at the event. This would run alongside coffee and bake stall. Committee to set up. **(Action: EB)**
- Helen and Jaclyn to get information and cost for a silent disco **(Action: HG and JE)**
- There is currently £1800 in Parent Council Bank Account.
- The P1 Coffee Morning was a great success (bake stall, story telling, craft tables) and raised £168.46 (ideas from P1 parents on what to buy).

### 4. ANY OTHER BUSINESS

- It was agreed to change the last meeting date from 18th June to 10th June.
- Uniform Bank: There are 8 volunteers on board to package uniform up. Jo Legge has made agencies and Health visitors aware that there is a uniform bank. Suggestion was also put forward to put uniforms on display on a Friday morning for parents to take if required.
- In response to parents expressing concern about the time the school bell rings at John Muir, arrangements are being made for the automatic timer which regulates the bell to be checked weekly by janitors.
- Suggestion put forward for designated areas for P2 pupils to line up **(Action: HG).**

**5. DATES OF NEXT MEETINGS (7-9pm) at John Muir Campus Library**

- Monday 8th October 2018
- Tuesday 20th November 2018
- Tuesday 26th February 2019
- Monday 1st April 2019
- Tuesday 14th May 2019
- Monday 10th June 2019

Signature of Chair: ..... Date: .....