

DUNBAR PRIMARY SCHOOL PARENT COUNCIL

Minutes of Parent Council Meeting Held On: TUESDAY 26th FEBRUARY 2019 at John Muir Campus

Present:

Helen Schoen (Chair)
Helen Faulds (Co-Vice Chair)
Jaime Calder (Treasurer)
Gillian Heavie
Julie Adams
Kirsteen Wilson
Debbie Durnion
Julie Ross (Depute Head Teacher)
Rachel Murray (Teacher – Nursery)
Karen Divers (Nursery Nurse – Nursery)

Apologies

Helen Gillanders (Head Teacher)
Jaclyn Eeles (Depute Head Teacher)
Hazel Baptie
Sharon Brown
Sara Covey
Emma Buglass

1. APPROVAL OF PREVIOUS MINUTES AND MATTERS ARISING

Helen Schoen (Chair) opened the meeting and thanked everyone for attending. There was one amendment to the minutes; Sarah Horsborough did not attend the meeting of 14th January. The amended minutes (January) were agreed by Julie A and Helen F.

2. PARENT CHAIR UPDATE

- Facebook Page: Helen S had begun to contact previous administrators with a view to establishing the chair, vice chair and treasurer as sole administrators for all social media sites.
(Action: Helen S)
- Parental Engagement Survey: Helen S circulated a draft response to the ELC Parental Engagement Survey for comment. This would be submitted as the Parent Council response.
(Action: Helen S)

3. REPORT FROM DEPUTE HEADTEACHER

- HM Inspectorate Training: Helen G is currently training to become an HM Inspector of Schools.
- TikTok: Parents should be aware that teachers had expressed concern about the TikTok app. This app has an age limit of 12+ and has a number of inappropriate music videos. A message will go out to P4 – P7 pupils. **(Action: Julie)**
- School Improvement Plan: Helen G would discuss this and the school budget at the next meeting. **(Action: Helen G)**
- Pupil Equity Fund: Views would be sought from the Parent Council about possible uses for next year's PEF.

4. REPORT FROM TREASURER

- Account: There is currently £7503 in the Parent Council account. £3200 has been set aside for the purchase of tablets, £1500 for the Artists in Residence project and £300 for Mrs. Christopherson's requests for funding which were approved at the last meeting, leaving £2503 available.
- Nursery Books: Rachel thanked the Parent Council for funding the purchase of books for the Nursery.

5. FUNDING REQUESTS

- £133 for Seeds for Growth; a scheme which supports pupils who have suffered loss (request from Richard Taylor?). This request was approved by a clear show of hands. It was also agreed that additional funding would be available for this scheme if required.
- £241 for table tennis equipment (request from Sharon McVitie). This request was approved by a clear show of hands.
- £1100 for the Relax Kids course of relaxation (request from Emma Vance). This request was deferred. It was suggested that Emma V should apply to the Dunbar and East Linton Area Partnership in the first instance and if unsuccessful, come along to a future meeting of the Parent Council to provide more information about the course and results from the pilot. Helen S would inform Emma V of this decision. **(Action: Helen S)**

6. FUNDRAISING UPDATE

- Book Fair: Jaime reported that the Book Fair would run at the Parents Evenings on 18th-21st March. Rachel M would put a poster in the Nursery to advertise the Book Fair. **(Action: Rachel)**
- Nursery Toy Sale: Helen S confirmed that the Nursery would hold a Toy Sale on 22nd March, 9am to 12.30. Volunteers and donations were needed, Julie would arrange for a Group Call to be sent out. **(Action: Julie)**
- Easter Fun Day: Helen S confirmed that this event would be held at Lauderdale Park on Easter Monday, 22nd April, 1pm to 3pm; volunteers were needed. Details of activities would be confirmed at the next meeting. **(Action: Helen S)**
- School Fair: This event would be held on 25th May, Helen F would co-ordinate the stalls and contact the Lifeboats and Fire Brigade. Jaime would look into the cost of a trader's license. **(Action: Helen F/Jaime)**

7. AOB

- Loose Parts: Staff had almost finished training and pupils would have a 30-minute induction session in the next two weeks. A launch date of 15th March was planned. Debbie would put together a list of items still required, including ropes, pegs and storage tubs on social media and prepare a display board for the Parents Evenings. It was agreed that the Pod should be decorated; Debbie would contact the Grammar School and local artists. **(Action: Debbie)**
- Uniform Bank: Gillian reported that the Uniform Bank was well on track to launch at Easter with a team of 7 parent helpers. It will work with The Ridge, the Foodbank, Library staff and health visitors; these organisations would administer the requests and distribution of uniform on behalf of the families. Julie confirmed that unclaimed lost property would be donated to the Uniform Bank. Angus would prepare a flyer for the Parent's Evenings and Julie would chase up the new clothes rail. **(Action: Julie, Angus)**
- Data Protection Policy: It was agreed that the ELC recommended data policy would be adopted. Judy would advise Helen S on how to proceed. **(Action Helen S/Judy)**

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

- Monday 1st April 2019
- Tuesday 14th May 2019
- Monday 10th June 2019

Signature of Chair: Date: