

EAST LINTON PRIMARY SCHOOL PARENT COUNCIL

MINUTES

Chair: Mrs Ailsa Swinburne
Treasurer: Mr Fraser Macrae
Clerk: Mrs Lucilla Mackenzie

Minutes of East Linton Primary School Parent Council held in the Primary School on Tuesday 19th February 2013 at 7.30pm

Present: Ailsa Swinburne, Fraser Macrae, Lucilla Mackenzie, Rebecca Devon, Karen Murray, Gill Watson, Beth Vokurka, Allison Cosgrove, Winifred Govan, Gill Gardner, Julie Ross, Jeannie Barber, Kay Henderson, Joan Bell, Kevin McCarthy, Susan Kerr, Tasim Martin-Berg, Sole G. Ferrari, Chris Rhodes

- 1. Welcome and Apologies** – AS welcome all to the meeting and requested a change in the order of the Agenda. She also made a special welcome to the Junior Road Safety Officers.

Apologies: Apologies have been received from Nancy Bell, Cllr Michael Veitch, Donna Tsang, Jill Stewart, Madeleine Hewlett, Mo Tait, Pauline Gilmour.

- 2.** Two representatives, Lachlan and Lewis, from the Junior Road Safety Officers attended the meeting to request a donation of £100 - £150 from the Parent Council to help them fund a Badge Competition. The JRSOs will choose one winner from the whole school who will have their design made into a badge and the JRSOs will also choose one winner from each class and these designs will be put onto a banner about Road Safety which will be hung outside the school to remind everyone on a day-to-day basis. The badges will be presented on National Walking Day which is on 12th June. A banner will cost between £60 to £80 and a rough estimate for the badges has been sourced of between £35 to £45. The idea started as there is a national competition being held, but this will be judged after the P7's have left in the summer so it was decided that it would be great to have their own competition to include everyone from Nursery up to P7 and the badges could be a keep sake for everyone. It was brought up that there is a general problem in the village of speeding and motorists not slowing down around the school. It was also voiced that there is a concern about the parking on double yellow lines at the bottom of School Road which makes pulling out dangerous. These issues have been brought up with the relevant authorities, but unfortunately since there have been no serious injuries nothing further is to be done at present. AS asked the JRSOs what the Parent Council could do to help, perhaps signatures or letters from the adults? AS suggested that the JRSOs should come back to us with an idea that the PC could do to help. It was asked whether the badge competition could be extended to the playgroup? It was agreed by all that the sum of £120 should be given.

- 3. Treasurer's Report and 50/50 Club Draw**

The end of January balance was £2,146.95 with £152.87 still to come out leaving a figure of £1994.08.

In January the 50/50 Club took £100 and at the last meeting we agreed to three winners per month. The winners for February who will receive £17 each are: Roz Lowrie, Peter Frances and Fiona Byrnes. The winners for March are Heather Bishop, Jill Watson and Alison Barker.

4. Head Teacher's Report

- Mick Adams has retired and is attending assembly on Friday to be presented with a gift. Donations amounted to £100.
- There is a student in P3/4 this week teaching alongside Miss Reeves.
- GG currently undertaking staff performance and development reviews.
- The new school handbook has been finalised. There will be a hard copy in school but otherwise will be available for everyone on the website.
- Transition information has been agreed for each teacher and is currently being collated.
- Each teacher has a new spelling and grammar progression programme. All the core aspects are where GG would like them to be and will benefit the pupils by looking at words, rules and patterns which will become embedded in them rather than cramming for constant tests. It is effective immediately and a test in June will hopefully see an improvement.
- Active numeracy teaching has begun. GG attended a P1/2 class where the whole class were engaged in talking about and acting out number strategies. GG very pleased and pupils are enjoying it.
- Julie Ross is continuing with her training at the Number Academy and enjoying it.
- Mrs Pentony is taking part in a grant funded Education Scotland Project which starts on Wednesday on how to assess children and what they should be achieving at different levels.
- Mrs Ann McLanachan, previous Head Teacher from Longniddry, is coming in to do staff training on Effective Questioning.
- Fairtrade coffee morning coming up.
- Outdoor session coming up on 13th March.
- World Book Day is coming up on the 7th March. A request has been sent out asking parents and grandparents if they could come in to talk about their favourite childhood book. On the day the children must have a book with them at all times and every time the bell rings they are to stop what they're doing and get their book out and read. Even the teachers!
- Keith Charters to be at the library with P6/7s.
- Place of Work week coming up where parents will be invited in to talk about their jobs.
- Treasure Island with the P4-7s coming on very well. Working hard learning all the songs just now to be word perfect for when the theatre group come back. There has been concern that the P3s have been left out this year and GG is looking into something they could do in the summer term.
- The P4 parents have been asked and it has been agreed that they will wait till P5 to go to Innerwick as it ties in with their John Muir Award. P4 will still get an outdoor activity, but not going away.
- Education City is a website used in many schools for literacy, science, numeracy and much more. GG has received a quote of £800. This cost would come down to around £600 for just the literacy and numeracy aspect. It has arrived for a three week trial by all the teachers.
- Jolly Phonics interactive for the whiteboard was £235 for everything. It is to be used from Nursery to P3 and suitable to use over and over without being on subscription. The PC is funding the purchase of Jolly Phonics resource.
- Books have been ordered using the commission from the Book Fair.
- Lyndsay Fergus, one of our parents, will be selling Usbourne Books on both evenings of Parent Consultations, Wednesday 20th and Thursday 21st March.
- A representative from the Oxford Reading Tree books is coming into the school next week.
- Accelerated reading has been suspended for a few weeks while alternative ways of teaching reading are incorporated into the children's learning, but it will start again.

- GG confirmed that playground supervision is being carried out by herself, Julie Ross, Miss Jones, Clare and Helen alongside Mags during the other playground supervisor's absence due to ill health.
- No football is to be allowed in the playground on Mondays but on a Friday the back playground is to be given over to the footballers. Playground will be as usual on Tuesday, Wednesday and Thursdays.
- Moveable barriers are trying to be found to use in front of the school at playtime, but proving hard as the building is listed and as yet there have been no accidents.
- GG confirmed she is aware of rough behaviour in the playground and that the staff on duty have been informed of how to deal with this.

5. Approval of Minutes of Last Meeting

- Dunbar Cluster Active Schools** – GG confirmed that a survey had been done by all the children and the results passed to Gareth Hill.
- Garden Planters photos/report** – BV confirmed that an email had been sent.
- Playground Resurfacing** – AC has contacted the Council but as yet she has had no feedback. She will follow this up for next meeting.

6. Matters Arising

- Contact details for all Parent Council members are to be checked at each meeting and added to the Agenda. **Action: LM**
- GW asked on behalf of some parents where the PC Minutes could be found. AS and FM confirmed they could be found in the reception area of the school, in the library and will be posted on the website as a blog entry.

7. Correspondence

- Parent Representative – Shadowing of the Pupil Placement Process** – two East Lothian Parent Council members have been put forward who will sit on the decision panel if parents want to look for non-catchment places, they are willing to listen to parents and help where necessary.

8. Additional Agenda Items

- PC Funds** – It has been agreed to give funding to the following:-
 - JRSO – Badges and Banner
 - Playground
 - Reading resources/Jolly Phonics
 - P7 Yearbook donation.
- ELAPCM Meeting Feedback** – AS attended the meeting on the 17th January. It was a very helpful and useful meeting. There was a guest speaker, Meg Rowley, from the Soil Association who helps support council staff to source local food. Bronze accreditation sought for summer menu. Sustaining Dunbar PC member Janet McDougal-Welch is scheduled to come to school to work with the children and is willing to attend one of the Playground sub-committee meetings. Darren Nightingale was introduced to everyone and admitted the mistake made over communications at Christmas. Group-call, a way to send out group texts, costs around £200 and isn't something we can afford to take on just now. Could a "parent tree" be set up instead, although there is an issue of personal information. Training for Parent Councils using Facebook is coming up, but as yet no date set. AS suggested KM should attend.
- Playground Development** – The sub-committee had a meeting a couple of weeks ago with Liz Dorian a landscape architect. There has been a consultation of pupils to find out what they would like, where they would like it, etc. GG and JRW are going to meet with her as she has some good ideas on what would and

wouldn't work. ST checked in the school to see what equipment was available to take out to the playground and there isn't much. KH suggested in the past having used the Tesco vouchers. Currently there are two boxes that go out and are in need of topping up. It was agreed to give £200 from PC funds straight away so that GG could liaise with the children to help choose suitable equipment. CR confirmed he had had a quote back in relation to the tyres of around £300. AS thanked Chris for looking into it but at present not something to pursue. FM suggested chaining them together. BV suggested pouring cement into the bottom tyre wells which would also prevent children from getting feet stuck. RD suggested volunteers doing some painting in the playground as an intermediary solution – GG agreed if the correct type of paint was purchased and used.

- d. **Edubuzz Training** – AS and LM attended last Thursday. LM has uploaded the Minutes to the website but there is a problem with the site at present and they are not appearing. LM to liaise with GG to get the problem fixed. In the meantime, the Minutes will appear on the front page as a post with a link to where they are on the site. AS confirmed that at the training they were told that the "Feedblitz" link has been removed from the website due to inappropriate advertising and that although some parents are still subscribed, many do not get the regular updates every time a new post is put onto the website. GG confirmed that the website is going to be moved from Edubuzz, but unsure when. This will hopefully rectify some of the problems.
- e. **Science Week** – RD has eight to ten activities signed up already – CR to do video experiments in 2D and 3D; BV to soak blotting paper in boiled red cabbage to make litmus paper; KH mentioned the Kiwi fruit experiment; UK Outreach SERN experiment tour; RD's mum will do three; Donald to use round bacteria plates; Matthew Bishop to do a talk on evolution. All these things will be taking part during school in the classrooms. Science week starts on 11th March.
- f. **Family Quiz Night** – GW to check with Donna re: dates. **Action: GW / DT**
- g. **May Fair** – AS confirmed the school is booked from 9am – 3pm. RD has the Risk Assessment and it will be submitted at least two weeks in advance of the Fair. AS asked for a volunteer to run the May Fair but it was suggested that last year jobs were emailed out for people to choose from. KH happy to help but not to run it. GW suggested allocating different stalls. RD suggested setting up a survey monkey for the children to find out what they would like. BV suggested that there should be no Coconut Shy this year as it's a bit dated. KH strongly disagreed and would like it to stay.
- h. **Fairtrade Coffee Morning** – 8th March. KH looking for more helpers. JB knitting. All children reps will hopefully be doing baking using at least one Fairtrade product.
- i. **P7 Yearbooks** – KH had sent AC an email. It was agreed the best way to have them printed would be through the Council printers at a cost of around £250. Last year PC funds donated £187 and the year before £90. This was to help the P7's who had been doing their own fundraising. Are they fundraising this year? GG said not as yet as perhaps the yearbooks should be a gift from the school to the pupils. AC suggested putting in a request to Dunpendar Community Council. BV happy to do any fund raising applications.

9. Date of Next Meeting – Thursday 11th April 2013 at 7.30pm.

Lucilla Mackenzie
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