

DRAFT MINUTES

Gullane Primary School Partnership Meeting

17th March 2021

19.00 – 20.00

By Google Meet

Attendance: Clare Jones (Chair), Jenny Gries (Deputy Chair), Clerk, Ronnie Taylor (Head Teacher), Maxine Cowie, Angus McEwan, LN (Fundraising Sub Committee co-chair), CC, CL, ES, M-CB, TH, WS, JC, Jim Goodfellow, MB, HH, PW, ZM, LB, SG, FM

Apologies: Nicola Smith

1 Welcome from the Chair

CJ apologised for the late start and technical issues many had accessing this meeting. AM offered to ensure that the link worked for the next meeting.

2 Review of minutes from meeting held on 17th March 2021

Adopted without amendments.

3 Update from PTA, including spending requests

LN confirmed that just under £6000 had been raised so far this year. There is c£20,000 in account. There has been roughly £4000 of agreed spending (Christmas parties, reading books, playground equipment and Sphero bolts). Some of these purchases are still waiting to be finalised by the school.

Upcoming spending plans including a junior playground trim trail, further ICT equipment and football goals. A proposal will be put to the next meeting.

The PTA is hoping to hold an outdoor event in the school grounds at the start of the school year, perhaps in September. PTA confirmed that they are still considering how to obtain charitable status and will bring a proposal back to the Partnership in due course.

4 Update from Mr Taylor

RT thanked the PTA for their efforts in raising such a large sum of money for the benefit of the school.

Staffing

- *Office Administrator*

RT confirmed that a new office administrator had been recruited - Gwen Edwards - who will start on 24th May. RT requested patience from parents in the intervening weeks as the

school is managing with reduced administrative support. CJ suggested that class reps relay to their classes the request for patience for the next few weeks given lack of current admin support.

- *Deputy Head*

Shortleat interviews are to be conducted on 6th May. There was a very good response to the advert and the candidates were of a very high calibre. RT will inform parents and carers of the chosen candidate as soon as possible.

- Further Recruitment

RT confirmed that there would be further recruitment to allow the school to meet their commitments on the 1140 hours that will be offered in nursery. There are a number of details to be confirmed before parents can be notified about how the new model will be implemented.

There will also be 2 additional classes in the school, 11 classes up from the current 9 classes. The Deputy Head will have a teaching commitment of 60% and there will be additional recruitment to staff the rest of the new classes. Parents and carers will be informed of these appointments as soon as possible.

Learning Conversations

RT confirmed that learning conversations are scheduled for Tues 25, Wed 26th and Thurs 27th May. Parents will be given the opportunity to book a slot via Google Classroom. Slots will be open for booking from 4pm Wed 12th May until 12 noon on Friday 14th.

Learning Conversations to focus on key curriculum areas. A written report will also be sent out the week before the end of term, ideally by Friday 18th. It will not be as substantial as previous learning reports. Reports will confirm achievement of a level and a short statement about the child, and personal targets moving forward. So in total, parents will have received 2 learning conversations and 3 written reports in this school year.

General communication

RT received 37 responses to the Google survey that went out to parents about preferred methods of communication from the school. The key areas surveyed were about the use of Twitter, use of Google classroom, and how to communicate key information with parents. RT noted that there was a balance to be struck about what's sustainable, efficient and streamlined. RT's preference would be for the school website to be overhauled so it works as a portal to Google classroom for specific class information and also providing general whole school information and a calendar. Children could contribute to content. A Twitter feed would be updated and a feed supplied on the website. RT noted that given staff currently have little time to dedicate to this project, it will take time to develop this vision!

Forest School taster

Jenny Gries, a qualified Forest School teacher has offered a Forest School taster for children in P1. RT noted the importance of non-traditional experiences. RT hoped Forest School would be able to grow and develop in coming years. LN suggested the PTA might fund an expansion. JG suggested funding a member of the current staff body to undertake the training might be a more appropriate way of expanding this programme across the school. ES noted that if PTA was going to fund it, it would be appropriate to offer it across all the year groups. RT commented that Forest School worked well for mixed age groups but that this would not be possible under current COVID restrictions.

5 School meals

CL asked why there was still no hot meal service for school lunches given other local authorities have returned to providing cooked meals. It was recognised that it was logistically difficult to provide full cooked meals in classrooms and that Gullane PS didn't have the capacity to serve classes in separate bubbles in the lunch hall. Some hot options, such as pizza and paninis were currently being offered alongside packed lunch options.

6 Update on construction work

RT noted that he was disappointed with the quality of communication regarding construction work and noted some concern about the amount to do over the summer. However, he confirmed that the contractors were still confident that the works would be completed in time for the start of the 2021/22 session. He also confirmed that there will be sufficient room for expansion as the Gullane community grows. Initially, it will feel spacious with break out spaces available.

PW asked about the rather stark appearance of the sports hall. It was suggested that the current finish on the exterior might not be the final finish. There may be an opportunity to consider how to make it look more appealing in due course. CJ noted that tree planting was in the original plans and it would be worth returning to landscaping drawings to assess this.

7 Appointment of new Partnership members

No new voting members proposed.

8 AOB

RT raised the issue of class photographs, specifically P1 and P7. As a result of COVID protocols, ELC had made a decision not to allow the usual visit from Tempest photography. There was a suggestion that Emma Martin could take photos of P1 and P7. It was agreed that parents could organise this in school grounds, but that the school could not be directly involved.

CL asked what the guidance was on children cycling to school. There have been several occasions where she has witnessed children acting in an unsafe or inconsiderate way. RT will raise this with children at assembly. Children also need to be challenged by adults if behaving in a reckless way.

9 Dates of Future Meetings

Wednesday 16th June 2021