

Longniddry Primary School Parent Council Meeting

Wednesday 5th October 2016

Present: Ross Boyce (Chair & P4 Rep) Alan McNeill (Vice Chair & P6 Rep)

Lynne Kemp (Treasurer & Nursery am) Claire Verri (P4 Rep) Joan Fairfull (P5 Rep)

Stephanie MacFadyen (Staff Rep) Sheona Skinner (Head teacher)

Esther Hurrell (pm Nursery Rep) Stephanie Johnstone (P1/2 Rep) Jim Duffy (P7 Rep)

Gemma Luke (P3 Rep)

Apologies: Katie Barron (Clerk) Joanne Chatwin (P2 Rep)

		Action
1	<p><u>Actions from Last Meeting:</u> Minutes from the last meeting in September were approved. Sheona has ordered sand pit cover and representatives for vacant posts sought for Nursery pm and P1/2. Sheona made contact with Cllr Innes re the upgrading of the P4 toilets.</p>	SS
2	<p><u>Head Teacher Report:</u> Wendy Brown appointed to the full time teaching vacancy in P5. Due to start after October holidays with the class. Nursery Vacancy readvertised and applications close on 9/10/16. Interviews to take place after Oct hols.</p> <p>Parent consultations have been scheduled for w/b 10th Oct. SS described the process for doing this. Email sent by SS to parents/carers following several requests to change times or to reschedule times out with the agreed parent consultation slots. Email also made mention of holidays in term time. Discussion took place about staff working time agreement which are set in advance. Discussion took place about a better system for allocating appointment times and dates. This is being investigated by SS as there are online versions but this involves going through a procurement process.</p> <p>Books have been purchased by Book Shop for First Ministers Reading Challenge and this will be launched for P4-7 following the October break.</p> <p>NSPCC assemblies have been scheduled and info sent to parents</p> <p>P4 presenting at One World Night in Longniddry Church on 7/10/16</p> <p>SS shared the School Improvement Plan with the Parent Council (SiP). Local, National and School Priorities were discussed and how these are delivered.</p>	

3	<p><u>Chair's Report:</u> Nothing to report</p>	
4	<p><u>Treasurers Report:</u> Additional account now closed and balance transferred to main account No change to balance from previous meeting School to forward invoice for sand pit cover once it arrives (approx. £500) Remaining balance will be in the region of £2000</p>	
4	<p><u>Winter Wonderland:</u> Saturday 19th November 11-1pm</p> <p>Main bulk of the meeting centred on discussion of stalls and activities and the new format for the winter wonderland. Ideas include:</p> <p>Hot chocolate & crepes (p6 to make crepes) Home Baking Tea & Coffee (staff to man stall) Candy Floss / Popcorn Treasure Hunt / Maps (Baker Ross) Bottle Tombola Chocolate Tombola Hook A Duck (Joan has ducks) Pack of Cards Game Jam Jar Tombola Craft Stall (decorate a bag for your goodies) Face Painting/Nails/Tattoos Darts (score less than 21 with 3 darts for a prize) Shetland Ponies as Reindeers (Lynne to investigate)</p> <p>Sheona to discuss the logistics with staff to see who will be available for stalls and PC members to think about which stall they might like!</p> <p>Each class to make a craft to sell on the day</p> <p>Advertising was discussed. Ross to investigate/cost banners from Edinburgh Banners. Pupils to produce posters with clear type face and details included Gemma to contact East Coast FM for shout out! Sheona to contact Nicola for an advert in Church Magazine and to contact Courier for advert.</p> <p>Email to all parents regarding the stalls in the hall and look at layout in the hall for ease of movement and access to stalls.</p> <p>P7 to write to local businesses for Raffle prizes</p>	<p>SM</p> <p>JF</p> <p>LK</p> <p>SS</p> <p>RB</p> <p>SM</p> <p>GL</p> <p>SS</p> <p>SS</p> <p>SS</p>

	<p>Sheona has booked a let for the school building and will do risk assessment</p> <p>Sheona to contact Church and Community Centre re borrowing tables</p> <p>Sheona to email parents for help collecting / dropping off tables on 18/11</p> <p>Lynne to provide floats for all stalls on the day</p> <p>27th October – Winter Wonderland Planning Meeting 18 Douglas Road Longniddry 7pm</p> <p>9th November – Final Planning Meeting School 7pm</p>	<p>SS</p> <p>SS</p> <p>SS</p> <p>LK</p>
5	<p><u>Year Stage Issues for Discussion:</u></p> <p>Nursery pm – query about any further changes to Nursery staffing <i>SS indicated that following the appointment of a Nursery teacher then Sonia Allen would leave the nursery team as she is currently backfilling for this post. It is hoped that following interviews teacher will be in post by Dec.</i></p> <p>Nursery am – no issues raised</p> <p>P1 – no issues raised</p> <p>P1/2 – no issues raised</p> <p>P2 – no issues raised</p> <p>P3 – no issues raised</p> <p>P4 – concern about inappropriate/dangerous parking on John Knox Road <i>SS indicated that this issue regularly raised in the school newsletter and Police Scotland do regular school checks at start and end of the day. SS suggested she would be able to go out on high viz patrol and ‘monitor’ the situation with the JRSO’s (Junior Road Safety Officers) she would also contact local community police officer for support</i></p> <p>P5 – no issues raised</p> <p>P6 – no issues raised</p> <p>P7 – no issues raised</p>	<p>SS</p>

6.	<p><u>AOB</u></p> <p>Query about the gate in the 'Time Garden' Can children get access to the car park from the garden if they are playing there at break? SS to check lock is working and what height it is. Parents are using this as a 'cut through' to the playground from Kitchener Cres so it is perhaps being left unlocked.</p> <p>Ensure Claire Verri, Esther Hurrell and Stephanie Johnstone are added to email distribution list. Claire also did not receive mins from last meeting.</p> <p>stephaine.johnstone@yahoo.co.uk</p> <p>esther_hurrell@hushmail.com</p>	<p>SS</p> <p>KB</p>
	<p><u>Next Meeting:</u></p> <p>Winter Wonderland Planning meetings 27/10/16 and 9/11/16</p> <p>Parent Council Meeting 23rd Nov 7pm Music Room</p>	