

Longniddry Primary School Parent Council Meeting 26th September 2018		
	<p><u>Present:</u> Claire Verri (Chair), Esther Hurrell (Vice Chair), Lynn Kemp (Treasurer), Katie Medlam (Nursery pm), Jenny Sully (Nursery am), Gemma Luke (P2/3), Suzanne Low (P3/4), Joanne Chatwin (P4), Lynne Bowers (P5), Joan Fairfull (P7)</p> <p><u>In Attendance:</u> Sheona Skinner (Head Teacher), Stephanie MacFadyen (Deputy Head Teacher), Veronica Brown (Clerk)</p> <p><u>Apologies:</u> Cllr Neil Gilbert, Cllr Lachlan Bruce</p>	Action
1	<p><u>Appointing Chair and Vice Chair</u></p> <p>Miss Skinner explained a bit about what the positions entailed. Claire said she would volunteer to be the Chair on a trial basis. Gemma nominated and Lynn seconded. Esther volunteered for the Vice Chair position, Joan nominated and Lynn seconded.</p>	
2	<p><u>Minutes and Actions from the last meeting</u></p> <p>Approval of the minutes from the previous meeting on 26th September 2018.</p> <p>Proposed: Katie Seconded: Esther</p> <p>A school disco was previously discussed and everyone is keen for it to go ahead.</p> <p>Miss Skinner has muted the idea of having the Parent evening so that the parents can come into the classroom and have a look around. The consultation would then be held in spare classroom spaces.</p> <p>The playground was discussed and Mrs MacFadyen has found big outdoor games for painting on the ground. They come with a 10-year warranty and are about £500 each.</p>	
3	<p><u>Head Teacher Update</u></p> <p>The term has gone smoothly so far with everyone working towards the Rights Respecting School Gold award. The Pupils are very focused for the upcoming assessment.</p> <p>The new staff have settled in well and the school is fully staffed.</p> <p>Maintenance of the school building has been requested where a corner of the roof and guttering needs fixed, which would hopefully be done before the winter.</p> <p>This year's Curriculum evening saw a lower than average turnout. It was discussed what the parent's had thought about the evening. Gemma said that the time of day was not ideal due to parents work commitments. Joan said that last year was very well attended and perhaps parents felt that there was not much new and they had heard it before? Esther asked about the aim of the evening? Miss Skinner said that the Curriculum changes all the time and that it is important to keep the parents up to date and share expectations for the year ahead.</p> <p>Lynn said that it is a great opportunity to come and meet the new Teacher. Katie suggested offering a crèche as this has worked really well in other schools? Joanne suggested giving the evening a different name and something new every time and focus on the pupils school</p>	

	<p>year to keep it interesting? Claire suggested mixing it up to make it work better, for example mornings, lunches, afternoons and evenings to give the parents more choice. Also to advertise, for example in the newsletter for feedback on what they would like to see? Miss Skinner will take the discussion on board and look into it.</p>	SS
4	<p><u>Chair Update</u></p> <p>Claire thanked the Parent Council members for the opportunity to be the Chairperson and would have an update at the next meeting.</p>	
5	<p><u>Treasurer Update</u></p> <p>The Parent Council Bank balance as of 26th September 2018 is £4656.08.</p> <p>Easy fundraising has raised £19. Joan suggested advertising this again to encourage more people to use it.</p> <p>Lynn asked if a buffer of at least £1500 could be kept in the account for expenses for the Autumn Fayre and Hoodies, Book bags and Gym bags. This leaves £3000 in available funds towards games for the playground for example and the Parent Council approved £2000 towards the games.</p> <p>There would be an Ask It Basket in the school where the parents can write down anything they would like to raise money for and how they want to use funds. This can then be brought to the meetings to be discussed as funding requests.</p>	
6	<p><u>Future Fundraising Ideas</u></p> <p>The Parent Council is keen to hold the annual Christmas Fayre “Winter Wonderland” again. Lyn said that the license needs to be paid and last year did not break even. Claire said that the big draw is the children and their crafts. Lyn said that the water and wine table was hugely successful. Lynn suggested doing something in the springtime when the weather is better. Joan suggested doing the least for the most money? Gemma suggested a plastic gift and PL bottle as a fundraiser although it depends on the quality. Also design your own or with a handprint for canvas bags, tea towels or teacups? Joan suggested coffee morning with a chance to look in the children’s classrooms? Lyn suggested a traditional afternoon tea on a Friday with cake stand and have the classrooms and playground open for everyone?</p> <p>Miss Skinner said that smaller things throughout the year could be done instead? For example the Poppy pledge and raise funds towards Poppy Scotland with different craft and activity and tearoom. There could also be a Café organised with a Fair Trade theme together with the Community or Marie Curie for example.</p> <p>Miss Skinner asked for feedback about the Christmas cards as it is lots of work with them. The parents are keen to keep doing them as they are much appreciated. Also to have class photos and a calendar. Katie & Suzanne will bring a copy of a calendar to Miss Skinner and ask someone they know to come in who is a good photographer.</p> <p>Halloween movie night would be held on Tuesday 30th October. The movie “Hotel Transylvania” would run and to have juice and popcorn. The Parent Council members were encouraged to help on the night together with a few staff. A £1 charge was suggested.</p>	KM& SL

	<p>Promoting the Parent Council was discussed by having photos of the members for example in the newsletter. Also there is a vacancy for a P1 representative to be advertised. Miss Skinner offered to organise for photos to be taken at the next meeting. It is also a good opportunity to decide on suggestions for the rest of the year and dates for the diary for the advertising of members.</p>	SS
7	<p><u>Year Stage Queries</u></p> <p>Nursery pm – The Parents really appreciated the postcards that were sent home which were absolutely lovely. A cover for the sandpit was requested. Miss Skinner said that it would be too big and heavy for someone to put on and take off every day. A question was asked if the gate could be open in the afternoon? Miss Skinner said that it is not possible because the playground is in use during the nursery drop off/pick up.</p> <p>Nursery am – The idea of a text message was really appreciated, thank you. Without a Teacher in Nursery, the usual Parent Consultation will not take place so it was discussed how to move towards reporting in an ongoing informal way. Nursery is two thirds of the Early Learning Curriculum so it is important to track progress and link their achievements.</p> <p>Nursery staff will be sharing the Learning Journals and offering Stay and Play session for all parents/carers. Feedback would be sought from the parents on how to share the learning in the best way. There should be a clear picture as where your child is at throughout the year and not just from a report at the end of the year. The school is lucky to have a small Nursery group where the staff know the pupil's really well. Jenny said that group time is really good.</p> <p>P1 – The P1 Parents morning was well received and appreciated.</p> <p>P1/2 – A question was asked if there could be separate provision for big bikes and little bikes? Different places around the school were discussed with the Parent Council happy to pay something towards new bike racks. Miss Skinner will look into this for the next meeting.</p> <p>P2/3 – Parents were keen to get new equipment and playground games before the winter. Miss Skinner said that the East Lothian Council procurement process takes about 3-4 weeks and to expect at least 2 months so will be in the springtime instead.</p> <p>P3/4 – There was none</p> <p>P4 – There was none</p> <p>P5 – There was none</p> <p>P6 – A question was asked about parent helpers and if they need to be PVG checked. Miss Skinner said that everyone that comes into school on a regular basis has to be PVG checked and the authority is strict with this.</p> <p>A "Little Sleepout" event was suggested for kids to have a sleepover outdoors. Miss Skinner said that while this would fit in really well however it cant be held on the school grounds because a risk assessment is needed. All parents need to be PVG checked and would require staff commitment to supervise. Claire asked if it could be held in the parent's own gardens instead? Gemma asked if it could be undertaking during the day as part of outdoor learning? Lyn is happy to run it by the Community Centre who also has access to toilets if parents are keen to go ahead? Or perhaps at Preston Lodge instead? Joan asked if the school could help in advertising and encourage taking part? Susanne mentioned that perhaps Cubs, Beavers, Brownies and Guides have access to tents and anything else needed so might want to take it on instead?</p>	SS

	<p>Another question was asked around what's happening with the Book Shop? Miss Skinner said that three new ladies have taken it over so the bookshop will continue with a few changes. There will also be a bookshop in November with money coming back to the school.</p> <p>P7 – There was none</p>	
8	<p><u>AOB</u></p> <p>Gemma mentioned that the Community Centre runs a social drop in on a Tuesday for fifty pence with softplay and also has a walking group.</p>	
	<p><u>Dates of Next Meetings</u></p> <p>Parent Council meeting are being held on Wednesdays at 7pm to 9pm. Dates for future meetings are:</p> <p>28th November 2018 6th February 2019 13th March 2019 1st May 2019 5th June 2019 AGM</p>	