



**PINKIE PARENTS MEETING
MONDAY, 4 JUNE 2018 AT 7PM
PINKIE ST PETERS SCHOOL**

Present:

Suzanne Douglas (Chair)
Pamela Grant (Deputy Chair)
Marie Hartley (Treasurer)
Louise Scott (Clerk)
Wendy Barber
Cllr Stuart Currie
Stephen Dishon
Cllr Andy Forrest
Becca Pollard
Gaynor Ross

Staff in Attendance:

Sarah Ogden (Head Teacher)
Helen Gordon (Deputy Head Teacher)
Rachael Snowdon (Acting Deputy Head Teacher)

Apologies:

Deborah Forsyth
Suzanne Gunn
Susan Harkins
Cllr Katie Mackie
Clare Morley

1. Welcome and Apologies

1.1 Suzanne welcomed everyone to the meeting and apologies, above were noted.

2. Matters Arising

2.1 It was agreed that we would not look into a possible change of uniform supplier at the moment, given the new term coming up. However it is something that could be considered in the future.

2.2 Cllr Currie updated the meeting on the issue of parking – with East Lothian Council currently consulting on traffic regulation orders for Pinkie Road and the surrounding area, meaning that double yellow lines could be painted in some areas. The new road crossing at Ashgrove/Pinkie Road was still to be finalised and was being led by the housing developers. A reminder to parents to park appropriate would again be posted on the Facebook page. **(Action: Louise).**

3. Head Teacher's Report

3.1 Ms Ogden provided an update on staffing. Mrs Rae was still on sick leave and Ms Snowden was covering the Deputy Head Teacher role in her absence. Mr McManus was leaving in two weeks to take up a post at West Lothian Council as a youth worker. His classroom assistant post would be advertised. The school was in the process of interviewing for two senior nursery practitioners to work in the nursery – with the teachers in the nursery moving back into the school for the start of the new academic year.

3.2 Mrs Burbanks had decided not to return to school after the birth of her child, and therefore the school would now advertise for a full time teacher post.

3.3 The school had placed a service review for three additional support staff from exceptional needs funding. The school were awaiting a response from the Council so that recruitment could commence.

3.4 The school had also been successful in recruiting a social work practitioner who would work part time at the school from August. The role would expand on support for learning, early intervention and develop a family befriending service. This post was being funded through the pupil equity fund and was innovative for a primary school to have such a post.

3.5 A letter would be issued this week confirming class teachers from August 2018 – however there was confirmation that there would be three primary one classes – with a total of 72 new pupils. There would be two P2 classes and a P2/3 class. All other classes would remain the same.

3.6 The first transition event for new P1 pupils was taking place on 5 June – with enhanced transition taking place for pupils who needed extra support. The primary 7's were visiting Musselburgh Grammar for their 2 day transition event week commencing 11 June – with enhanced transition also taking place where required.

3.7 The primary seven pupils were keen to do as much work to the enchanted garden as possible before they left the school. Volunteers had been requested to assist on 13 June.

3.8 The school were still waiting on the wireless network within the school to be fixed.

3.9 East Lothian Council had just confirmed that the school's permission forms for the use of photos and videos of pupils were still appropriate under the new GDPR rules.

3.10 Plans were in place for end of terms events, with the following confirmed:

- P7 cake and candy stall – 15 June. A letter had been issued to parents
- P7 outing – 21 June
- Pinkie Stock – 25 June – a music showcase for pupils only at the Brunton Theatre.
- Pinkie's Got Talent – 27 June – with parents of those performing being invited to attend.
- P7 assembly and leaver's party – 28 June

3.11 The council had confirmed that work would commence on a new nursery building before the end of term – with the nursery being co-located within the school. The school were still awaiting plans and these would be shared as soon as possible.

3.12 The school's inspection report had still not been published. It would be shared as soon as it was available.

3.13 Consideration was being given to the use of the common good grant to update the science lab. There had been a delay with the council assisting on plans for adapting the classroom. Teachers were working on the plans this week to progress further.

3.14 The music room was being moved to accommodate a new sensory room which would be used for children who require additional support, by providing breaks during the school day out with the classroom environment. This was being developed with occupational therapy to provide a space for children to help assist their motor skills.

4. Treasurer's Report

4.1 Marie provided an update on the account balance – with it currently standing at £2898. Cheques had been paid to the school to cover the costs of Benmore and the P7 hoodies. The Edinburgh Marathon Stall made a profit of £663.

4.2 There was discussion around how changes could be made to the marathon stall to help with make a bigger profit. Consideration would be given to this in time for next year. Ms Ogden was currently liaising with Enjoy Leisure regarding the use of the school grounds during the set-up and taking down of the marathon finish line, and who recuperates the money from this.

5. Fundraising Group Update

5.1 As previously stated the marathon stall made a profit of £663, however it was felt that this could have been improved if we had more volunteers on the day.

5.2 We were still requiring additional volunteers for the school fair, although we had received great support from staff willing to help on the day. It was agreed that details of the volunteers needed would be posted to Facebook which may help parent volunteers to come forward. **(Action: Becca)**. It was agreed that Becca would lead on fundraising posts on the Facebook page from now on.

6. Data Protection Policy

6.1 Wendy had very helpfully provided the meeting with an update Data Protection Policy, to ensure it was still appropriate given the introduction of GDPR.

6.2 The meeting agreed the changes, with office bearers signing the policy, and it being made available on the website. **(Action: Louise)**.

7. Communications Strategy

7.1 Following discussion at a previous meeting, it had been agreed that a communications strategy would be put together setting out clearly Pinkie Parent's role and how we would communicate to parents.

7.2 It was agreed, that as part of the strategy, a yearly anonymous survey of parents would take place to gauge what the big issues were for discussion. The strategy was agreed and it would be placed on the website. **(Action: Louise)**.

8. Class Representatives

8.1 The role of class representatives was discussed, and it was agreed that instead of having reps for each class, reps would be set for parts of the school (nursery, lower primary (P1-3) and upper primary.

8.2 Details of the reps, along with pictures and contact details would be placed on the school noticeboard. Special email addresses would also be set up for parents to contact reps with any issues. **(Action: Louise)**.

9. Information Round-up

9.1 East Lothian Council was currently consulting on their additional support needs policy, with any comments due with Louise by 18 June.

Date of Next Meeting: Monday, 20 August 2018.