



**PINKIE PARENTS
MONDAY, 31 AUGUST 2020 AT 7PM
VIA SKYPE**

Present:

Suzanne Douglas (Chair)
Pamela Grant (Depute Chair)
Stephanie Ng (Clerk)
Wendy Barber
Heather Young
Gaynor Ross
Angela Curran
Erin Bisset
Marie Hartley
Suzanne Falconer
Stephen Dishon
Scott Aitken
Kirsty Clark
Cllr Andy Forrest
Cllr Katie Mackie
Cllr Stuart Currie

Staff in Attendance:

Colette Bonnar (Head Teacher)
Scarlett Palmer (Depute Teacher)
Rachel Snowdon (Acting Depute Teacher)

Apologies:

Suzanne Gunn (Treasurer)

1. Welcome and Apologies

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

2. Matters Arising

2.1 Parking is still an issue around the school, particularly in Park Lane. Before the lockdown period, P6 had started a campaign to help make people aware of this issue, but then it obviously came to a stop.

Therefore, it is important to keep this issue in the agenda and to keep on top of it.

2.1a Councillor Stuart Currie will email Transportation to set up a meeting, via Skype, to discuss this. (**Action: Stuart**).

2.1b Parents and carers are encouraged to walk to school where possible.

2.2 Pinkie Parents are still unsure on what the money raised by the P3 Christmas Fair will be spent on. Mrs Dixon has kept the same class as last school year, so this matter will be addressed in due course.

2.3 The science lab was changed into a classroom during the lockdown period to help with the class “bubbles” and to utilise the space the school has as best as possible.

2.3a At the moment, as movement around the school is kept to a minimum and the equipment not able to be touched, it is not possible to re-open it.

2.3b After normality resumes the science lab can re-launched as it is important we do not lose it.

2.3c Keep on Matters Arising

2.4 At the moment, as visitors are being kept to an absolute minimum, no volunteers are allowed in to help out with the library.

3. Head Teacher’s Report

3.1 Mrs Bonnar provided her report and updated the meeting on a number of issues.

3.2 Mrs Bonnar expressed her thanks to everybody for their patience and also to Suzanne for continuing her role as Chair of Pinkie Parents. Mrs Bonnar felt very supported by the local authority over these difficult few months. She also wanted to say a big thank you to all the staff at Pinkie.

3.3 The lockdown period and running the hub has enabled everyone to return in a solution based way and now it is time to build on what was learnt over that time.

3.4 There is a list of frequently asked questions from the authority which gets updated all the time. When new guidelines and information comes through from the

Scottish Government and NHS, these will then will be added to the FAQ's and communicated to parents and carers, for example the recent letters sent out about cold symptoms.

Attainment

3.5 The school is tracking the children's progress and attainment through an online SEEMIS (Scottish Education Management Information System), which is a new system that will be used throughout the year. A report will then be generated at the end of the year through this system. Staff training will be done on this.

Pinkie was one of the pilot schools to use this system during the last school year, but due to the lockdown a SEEMIS report was unable to be generated so an "unabridged" progress report was created instead. The school therefore wasn't able to comment on level achieved, and this was what was instructed by the Scottish Government.

3.6 Attainment at the moment is not about "catching up" but about "where the child is now", as every child has had a different experience of lockdown and home learning. This lockdown experience, however, has taught everyone how unique each child is and how important it is to share any wider achievements.

Additional Support

3.7 A nurturing approach is taking place for every child to reconnect and recover, as all their experiences will be different.

3.8 The school is supporting individual children and families and is available to offer any additional support for those who need it. The school is constantly monitoring the situation and the children to make sure that as a team they get it right.

Behaviour, Improving Relationships and Promoting a Positive Ethos

3.9 This will be re-visited throughout the year as part of the School Improvement Plan.

Curriculum

3.10 The first 3 - 4 weeks of school will be focusing on the basics, such as numeracy, literacy, health and well being, topic learning, as well getting back into the school routine.

Nursery

3.11 The nursery is currently doing a 2 full day model (either Monday and Tuesday or Wednesday and Thursday) with alternate Fridays. This was the expectation given by the Scottish Government. This means the children will be eating their lunch at nursery.

Absences

3.12 There have been many absences as people are following the guidelines.

3.13 The school will provide an overview of work for children who are absent from school due to self-isolation but who are well enough to carry on with school work.

3.14 If a child has a fever, new continuous cough or change in taste/smell the child and his/her siblings will not be allowed to attend school and will have to be tested for COVID and self-isolate.

3.15 Mrs Chisholm, one of the school's principal teachers, is working from home alongside teachers in school to oversee the blended learning approach and to make sure that class teachers are checking in with families.

3.16 The office staff are under a considerable amount of pressure dealing with the additional calls about absences.

Professional Learning

3.17 Miss Palmer led an online professional learning session on resilience on 28th August. This will be rolled out throughout the school and Miss Palmer will provide more information on this.

3.18 School assemblies are still online and this is a great way for those at home to see what is going on at the school and to celebrate any wider achievements.

3.19 The schools EIS representative, Mrs Samson, has undertaken a level 2 health and Safety training linked to COVID. Everything that is in place at the school has been signed off by an EIS rep.

Health and Safety

3.20 School is posting up new information and guidelines as and when they get it.

3.21 The school has a list of FAQ's and any question that comes into the school is checked against this list. If the answer isn't there it gets entered into the online SEEMIS and then it will get addressed by the experts in the authority.

3.22 Health and Safety is also about infection control and that is why there are bubbles within the classes and playground and that visitors to the school are minimised. Teachers also need to reduce contact with other classes and so the school timetable was majorly updated to reflect this.

3.23 The school cannot give out medical advice. Guidelines are that if child develops a new continuous cough, fever or change in taste/smell to phone NHS and book a COVID test.

3.24 If a child develops symptoms at school, the school will phone the parent/carer to come and pick up the child and any siblings.

3.25 If phoning the absence line, it's important to leave a reason for absence so the teachers know whether work is needed for the child or not.

3.26 Additional cleaning is taking place at the school. The cleaners come in at 930am and do enhanced cleaning on areas such as handrails, door handles etc as well as a constant cleaning cycle going on.

3.27 PPE is provided for staff if a 2 metre distance can't be kept between them and the child.

3.28 Hand sanitiser, hand wash, antibacterial spray etc is constantly being replenished. Children wash their hands as soon as they come into school in the morning and this has become part of the routine.

3.29 The children remain in "bubbles", so there are no nurture groups or extra groups taking place. Groups of children from inside the same class can be taken to other parts of the school, such as the science lab or music room which are both currently set up as additional classrooms.

Playground

3.30 The playground is working really well with the bubbles, with each class taking out their own playground equipment.

3.31 Mrs Gordon and Mrs Hodge (parent of a P5) did some painting on the playground a couple of Saturdays ago (things like car tracks, snakes and ladders etc). The P1's are currently using this part of the playground, but this will be rotated.

3.32 Maximum number of staff are outside in the playground as well to make sure the children are keeping within their bubbles.

3.33 The children are responding really well and showing great resilience.

Leadership

3.34 Mrs Chisholm will be starting maternity leave on the 11th September. She is one of the Principal teachers, along with Mrs Dixon and part of the senior leadership team.

3.35 Her role will be spilt and the Acting Principal Teachers will be Miss Smillie, who will be taking on Play Development throughout the whole of the school, and Mr Drysdale who will be leading Digital Literacy and Technology. Mrs Dixon leads on the Maths and Numeracy Academy.

3.36 “Leadership Time” takes up about 50mins during school time once per week, and so it isn’t too disruptive for them or their classes.

Handbook

3.37 The current handbook is out of date, and the Junior Leadership Team will lead on bringing it to life. They will also work on making a child friendly version of the School Improvement Plan.

3.38 Mrs Chisholm has worked on a parent friendly version of the School Improvement Plan, and once tweaked will be uploaded to the website.

Resources

3.39 A Digital Inclusion Survey was sent out, and the results of these will go to the council and then reported back to the Scottish Government. This survey will let the school know what is needed, and trying to make learning from home as equitable for everyone as possible.

3.40 The school is also looking at the Blended Learning Model to make sure it is better than it was before.

3.41 Some teachers were updating more on Twitter than others, and this issue was raised during the staff meeting. It has taken some time to get the new teachers up and running, and as they are unable to use their own devices to upload to Twitter, the school has purchased more for them to use.

3.42 Pinkie Primary on Twitter now has 502 followers, which is amazing.

3.43 Tweets from Twitter also go onto the website, and this will be looked at to try and get the most out of them, and not doubling up. It’s really important to get a good feel of what’s going on at the school for the parents.

Staffing

3.44 Mrs Chisholm will go on maternity leave on the 11th September.

3.45 There is a preferred candidate for the Senior EYP (early years practitioner) post which is just subject to employment checks.

3.46 Three new ASN auxiliaries have been appointed, and two more are needed so this has been re-advertised.

3.47 Connor, the music specialist, is leaving to begin teacher training.

3.48 Ann Marie from the nursery has retired, but will be returning to volunteer in the school garden.

3.49 Lots of new staff have started at the school, including three probationers.

Questions Raised

Option to widen side entrance

3.50 The option is there to widen the entrance which is used for P1, P2 and P3's if the current situation continues long term. There will be a cost involved, but safety is paramount.

Meet the Teacher

3.51 A class newsletter should have gone out from each class teacher. If there are any questions, email the school and the teachers will be happy to get back to you. It wasn't possible to do an online "Meet the Teacher", as not everyone would be able to access this.

Plastic water bottles with lunches

3.52 There have been concerns about the amount of plastic bottles which are being distributed with the school lunches. Mrs Bonnar has raised this issue on the SEEMIS and it will be looked into. There will be health and safety issues involved with having jugs of water and cups, for example making sure everything is properly cleaned. (**Action: Colette**)

Nursery Plans

3.53 A virtual meet has taken place to talk about the interior of the new nursery. The nursery staff were fully involved in discussing the design, where things are going to go and how to maximise outdoor space etc. Due to COVID, everything is put on hold just now and there is no date as yet when things will start up again.

School bags

3.54 The children were asked not to bring school bags to school to minimise the amount of items brought from home. Hopefully in the future they will be allowed again, but Mrs Bonnar has asked for the parents support with this.

Lunch menu

3.55 Due to advice from the Scottish Government, hot lunches are not allowed right now. Hopefully this will change soon, especially as the weather becomes cooler.

Junior Leadership Team

3.56 This was established just before lockdown. The children who wanted to be a representative put themselves forward and an anonymous class vote took place. They have sent out surveys for the children to fill in at school about how safe they feel at school. As they are from different classes they can't meet together as a group just now, but will have a virtual meet up with Mrs Chisholm and a Depute Teacher or Mrs Bonnar.

They will be a voice for the children and they have been looking at their rights and getting their voices heard. Miss Palmer will keep us updated on this (**Action: Scarlett**)

3.57 The P1's, P2's and P3's have made flags for their individual class zones for where they line up as part of their "right to remain safe."

Further Comments

3.56 Parents have expressed their thanks and delight that the teachers have kept in touch when their child was off from school, and this feedback will be passed on at the staff meeting.

3.57 Some parents, however, have had no communication from teachers when their kids were off school and Mrs Bonnar agreed that communication needs to be the same throughout the school and they will work on this and endeavour to get it right.

3.58 The office staff are extremely busy at the moment and under a lot of pressure and Mrs Bonnar expressed her thanks for everyone's patience. Mrs Bonnar will look into getting more phone lines to help with the volume of calls.

The school is minimising the amount of people coming into the foyer, so if you need to contact the school it is best to email them at

admin@pinkie-st-peters.elcschool.org.uk or leave a message on the phone, and then the class teacher can phone back.

Mrs Bonnar will check with the teachers whether they can be emailed directly via their gmail or edubuzz email addresses. **(Action: Colette)**

3.59 A query was raised about whether it would be better to use Google Forms to send out the digital inclusion survey, rather than via text. Although the forms are a great way to collate all the information, it was decided to use a text message to get a faster response and also to try and include as many people (some may not have access to use Google Forms).

It was said that a short URL link can be put into the text message which would bring people to a mobile optimised Google Form which would then collate all the responses easier. Miss Palmer will look into this **(Action: Scarlett)**.

3.60 The text message for the digital inclusion survey caused some parents to panic as they weren't sure what was going on. Extra information will be added to texts in future to make things clearer.

4. Communication

4.1 There were several gaps in the communication sent out to new P1 parents, and that some were not receiving emails despite having updated the school with their email addresses. Some of this was down to typos and was rectified as soon as it was apparent. Also, there was a SEEMIS update which meant the school wasn't getting all the information needed from some of the feeder nurseries, and due to lockdown the nurseries couldn't be contacted. The school tried their best to communicate to everyone, and Mrs Bonnar apologises that this wasn't always the case.

4.2 Mrs Bonnar will check with one of the lead officers for communication to look at the SEEMIS and to check why it isn't working as it should. **(Action: Colette)**

5. Photography

5.1 The feedback of the school photographs has generally been positive, with the majority happy. The company offers the chance to re-take a photo if needed. The school however is open to suggestions.

6. P7 Hoodies

6.1 There will be a digital ordering form to order duplicate hoodies, and to minimise cash handling it was decided that parents and carers would pay via PayPal to keep the Pinkie Parents account separate. This will be set up as soon as possible.

7. Treasurer's Update

7.1 The opening balance is £4,727.65, but this includes an out of date cheque from easy fundraising, so the actual balance is £4,673.61

7.2 £710.37 came out for P7 hoodies

6.2a This was done in two instalments of £344.64 and £365.73

7.3 £154.69 has come in from easy fundraising

7.4 Still waiting for the missing cheque which was sent back due to being out of date.

7.5 The closing balance is £4,117.93

7.6 The P7 Hoodies are the main commitment at the moment, as well as up to £100 per class if requested, and £1 per pupil for Christmas presents.

8. Fundraising Update

8.1 The two biggest fundraising events of the year were missed due to lockdown - the marathon stall and the summer fair.

8.2 There is still a healthy amount in the bank, so there is no panic just now.

8.3 For the next 6 months minimum, fundraising will take a back seat.

8.4 Need to be conscious of what people have gone through over the past few months when asking for money.

8.5 An option this year is to do Christmas cards, if the school is able to collect the art work needed. This will be done via an automated service with parents ordering via a website. Mrs Bonnar is more than happy to do this, but will check the Covid regulations and get back to us (**Action: Colette**).

8.6 There will not be a Halloween disco this year, so instead we are looking at the possibility of the kids to dressing up and having a best costume competition or Halloween quiz with money donated to Pinkie Parents.

Mrs Bonnar is more than happy for this to go ahead, as long as nothing is breaching the Covid rules.

8.7 The After School Club are doing tote bags for Christmas this year, and so Pamela will get together with Kirsty from the after school club and maybe work together. **(Action: Pamela)**

8. PEF/SIP Subgroup Update

8.1 The SIP has been a continuation from the following year, and it has been evaluated as well as looking at what the children's expectations at Pinkie are by filling out a survey on Google forms. Most of it is about embedding what was already there and to focus on being a nurturing school.

8.2 A virtual meeting on the SIP would be good, with the children being able to take part as well. Happy for anyone to be involved with the school improvement plan.

8.3 A google form was also sent out to help with the PEF planning, and how to move it forward. Looking at reconnecting and recovering as well as enhancing the devices.

8.4 The school has taken on a speech and language therapist.

8.5 A virtual meeting on the PEF group would be very welcome.

8.6 Part of what is on the SIP/PEF planning is the cost of the school day, which is ongoing.

8.7 Stephanie will email the members of the Pinkie Parents to ask if anyone would like to join the SIP or PEF groups. **(Action: Stephanie)**.

8.8 Colette will put together a paragraph or a clip to explain to new parents what the SIP and PEF groups are. **(Action: Colette)**.

9. Next Meeting

9.1 The next meeting, which is the AGM, will take place on the 5th October.

9.2 The meeting will be chaired by Colette Bonnar, with the Chair and Treasurer each giving their reports.

9.3 Suzanne Douglas will step down from being chair, as her two years are up.

9.4 The roles of Chair, Vice Chair and Treasurer will need to be voted in. If interested in any of these roles then please email parentcouncil@pinkie-st-peters.elcschool.org.uk or message Pinkie Parents on Facebook. Ideally you will have been part of Pinkie Parents for 1 year as it is important to know what is going on.