

STONEYHILL PRIMARY SCHOOL PARENT COUNCIL

MEETING, WEDNESDAY 13 NOVEMBER

MINUTES

Attendees: Gayle Durham; Kelly Vural; Denise Brown; Cllr Andy Forrest; Lynsey Melville (Chair); Sarah Jones (Vice-Chair); Fiona Macartney (Head Teacher); Katie Hislop (Clerk); Rebecca Stanton; Stephanie Davidson; Lois Taylor (Treasurer); Carol Colville (Deputy Head Teacher); Cllr John Williamson; Denise Brown; Elaine Williamson

Apologies: Lesley Coyle; Cllr Katie Mackie; Cllr Stuart Currie

Contact: parentcouncil@stoneyhill.elcschool.org.uk

Agenda Item	Discussion	Action for
1	L.Melville welcomed the group and circulated a list of apologies.	
2	The minutes of the last meeting, 2 October 2019, were approved.	
3	<p><u>Treasurer's report</u></p> <p>L. Taylor reported no significant change to Parent Council fund. She informed the group of income and expenditure from the recent Halloween school discos – an event which is for fun, but still made a small profit.</p> <p>A payout from the School Lottery is expected which will be a significant boost to funds – a larger amount this time as it is backdated. After this payout we will receive a monthly payment of approx. £80. On that subject, L.Melville thanked parents for the most recent push on ticket sales.</p>	
4	<p><u>Head Teacher's report</u></p> <p>F.Macartney's quarterly report to the Parent Council had been circulated to members in advance. She talked through the key areas and invited questions:</p> <p>Expansion of Early Learning and Childcare provision: F.Macartney provided, along with her report, a copy of information on the models that Stoneyhill nursery will be adopting, which offers a various options including the option to blend childcare between nursery and a childminder. This information has been provided in hard copy to parents with</p>	

children who have enrolled for nursery at Stoneyhill (those who intend to enrol will get the information when they complete enrolment). Going forward, there will be drop-in sessions to discuss plans. Parents also have the opportunity to put questions to F.Macartney who will answer gather these together and get responses from East Lothian Council.

- A question was asked about the impact of the extended hours on staff and the implications to lesson / activity planning - F.Macartney to keep the Parent Council updated.
- F.Macartney confirmed that there would be a class maximum of 30. An observation was made that this may mean that up to 30 places were accepted for children starting nursery in August, which would appear to disadvantage children with a birthday (reaching nursery age) towards the end of the year. It was clarified that this has always been the case, which is one of the reasons nurseries do not have a catchment area and children can enrol at any nursery. This also allows choice for parents who may want their child to attend nursery in a different area for a variety of reasons. A question was asked whether nurseries may ever have an associated catchment. This would be a matter for the Scottish Government.

iPayment: The school is now cashless. Not all parents are signed up to the system which has recently presented difficulties for paying for children's parties. A more significant difficulty has been encountered where some children age P4-7 are receiving a school lunch for a considerable amount of time without payment. This means that arrears are being accrued and the school office are having to chase, taking time and with limited success. A small number of suggestions for avoiding this situation were received.

L.Melville had arranged to meet one parent that week to help set her up on the system. She and others are happy to help if needed.

It was confirmed that donations for the upcoming Children in Need activities could be cash donations because the money goes to the charity, not the council.

School Improvement Plan – Pupil and Parent voice:

F.Macartney explained the need to gather evidence to support the school improvement plan so that progress can be

	<p>measured. F.Macartney explained the school improvement plan has been simplified for pupils so that they understand what it is and why it exists. One of the ways pupil's views are gathered is by posing certain questions in each class at circle time. Responses are collated by class teachers and fed back. She provided examples of these questions to Parent Council members and asked for views on similar questions that could be put to parents.</p> <p>Views have been gathered in a number of ways in the past, making use of parents being in school for parent consultations e.g. surveys in children's trays. The school management team are keen to find new ways to increase responses to provide a broader pool of views, which would enable the management team to better understand parental perceptions. Responses are analysed and can be used by the school in a number of ways, including contributing to the school improvement plan as it evolves. It was suggested that online surveys could be used as this does not have an impact on parent's time or require them to be in a certain place to respond.</p> <p>To allow time for members to consider, it was agreed that this would be added to the agenda for the next meeting</p> <p>Action: K.Hislop / L.Melville to add this to the agenda for the next meeting, 4 December.</p>	
5	<p><u>Parent Council business / Matters arising</u></p> <p>Class Christmas Parties: It was agreed that the Parent Council will pay for the food provided at class Christmas parties (the first party is on 16th December).</p> <p>Christmas Crackers: L.Melville said that in the past, the Parent Council has provided a cracker for each pupil on the day that the Christmas meal is provided. This didn't happen in 2018 and wasn't particularly missed. In the interests of reducing waste and cost, it was agreed that crackers would not be provided this year.</p>	KH / LM
6	<p><u>Fundraising and Events</u></p> <p>Snowman Drive, 21/11: L.Melville informed the group that plans are well underway and all that remains is for donations (raffle, chocolate, home baking and hand made gifts) to be</p>	

requested. This is a fun event for any age and it was suggested that those who know parents with nursery and P1 children should encourage them to attend.

2020 School Calendar: L.Melville informed the group that class photos have been taken and the order is ready to be made. Costs were discussed briefly and it was agreed that calendars should be sold at £8 each, same as last year, which would provide an approximate profit of £400 for Parent Council funds.

Christmas Hampers: L.Coyle is leading on arrangements for this. She is preparing a flyer to go out via school bags shortly to i) request donations for the hampers and ii) offer raffle tickets to buy.

Supporting the School / Parent and teacher requests

Playground – Trim Trail: The Trim Trail has been inspected and is safe but needs upgraded. The cost would be approx. £1300 with more outlay for any additional work. As “Action Weekend” was suggested where parents can come along to work on necessary areas. This could range from painting to skilled work. It was also suggested that the work could be offered to Men’s Shed or Community Service Teams. If work was done at the weekend, there should be no issue with access to the outside area.

Action: To consider options and discuss at a future meeting. K.Hislop / L.Melville to put on future meeting agenda.

Nursery and P1 Garden: L.Melville said that work on these will pick up again in the better weather and could be included in the Action Weekend.

Nursery Rainsuits: The supplier of the current suits has now closed so new suggestions were sought. It was suggested that suits may be purchased for P1 and 2 so they can always go out. F.Macartney is looking in to suppliers used by other nurseries, to satisfy the Council procurement process and will provide an update when more information is available.

Schoolpay: As discussed earlier, L.Melville will be in school on Friday to demonstrate the system to one parent who has requested help. Happy for others to drop in at the same time and to provide a future session if there enough people interested.

KH / LM

AOB

School App: C.Colville said that she is preparing instructions on how to download the app to increase users. Many parents have downloaded and use the app but the school would like to increase this to 300 users.

Easyfundraising.com: It was suggested that the Parent Council could register with this website so that parents using sites such as amazon could provide cash back to Parent Council funds. F.Macartney to consider the implications of this.

Christmas Panto visit to school: See previous minutes for details. F.Macartney confirmed that Whitecraig pupils will be joining Stoneyhill for the Panto performance and that the company will provide a workshop for P7 pupils.

Career Future Pathways event at Musselburgh Grammar, 18/11: This event has been advertised on the school app and a question was asked about whether P7s should attend this. C.Colville confirmed that these events are held fairly regularly so pupils will get the chance to attend when they have begun S1 and beyond.

Next Meeting

The next meeting will take place on Wednesday 4 December 2019. All welcome.

Katie Hislop

November 2019

S. Sae 4/1/20

