

**STONEYHILL PRIMARY SCHOOL PARENT COUNCIL: MINUTES, WEDNESDAY  
15 JUNE 2022**

**Attendees:** Tina Warren (Chair); Debbie Reid; Carol Colville (Deputy Head Teacher); Kate Whiteley (Head Teacher); Katie Hislop (Clerk); Stephanie Davidson; Lisa Turner, Lynsey Melville, Elaine Williamson, Rebecca Stanton

**Apologies:** Lynsey Martin, Denise Brown

Parent Council email: [parentcouncil@stoneyhill.elcschool.org.uk](mailto:parentcouncil@stoneyhill.elcschool.org.uk)

Agenda Item		Action for
1	<p><b>Welcome and Apologies</b></p> <p>T.Warren welcomed attendees to the meeting and reminded the group of online meeting behaviours. The apologies listed above were noted.</p> <p>T.Warren reminded attendees that:</p> <ul style="list-style-type: none"> <li>• This was the last parent council meeting of the school year</li> <li>• The next meeting will be the parent council's Annual General Meeting, where office bearers for 2022/23 will be confirmed</li> <li>• L.Taylor and S.Jones will be standing down as Treasurer and Vice-Chair respectively, so their successors will be chosen at the AGM.</li> <li>• These roles are statutory, so they must be filled in order for the parent council to operate</li> <li>• All parent council membership should consider whether they or someone they know might like to take on one of these roles and, if so, should let T.Warren know. Both office bearers selected will be well supported to learn the roles.</li> </ul>	
2	<p><b>Minutes of last meeting, 4 May 2022</b></p> <p>The minutes of the 4 May meeting were approved.</p>	
3	<p><b>Treasurer's report</b></p> <p>L.Taylor reported a very successful period of fundraising which has generated over £1600 for parent council funds, which will go towards the new Trim Trail.</p> <p>Upcoming expenditure is due to pay for the Karl McKnight fitness event and the P7 Ultimate Penultimate week activities.</p>	
4	<p><b>Head Teacher / Deputy Head Teacher's update</b></p> <p>K.Whiteley updated the group on what has been a very busy month, with trips out of school for some classes. Specific points were as follows:</p>	

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**Sports Day:** Disappointing that this had to be rescheduled because of bad weather, but the children had a fun, active day all the same. The new date for sports day is 24 June. Thank you to the parent council for supplying ice lollies.

**Covid-19 update:** A small number of staff have been absent from school because of covid. Difficult to say how many pupils have been absent due to covid because pupils no longer have to report having covid.

**Standards and Quality report:** Further to the discussion in May, staff have completed evaluation of work for the improvement plan and pupils have been consulted for their view of what works well and what could work better, including how they feel in the classroom and in the playground. The method for this consultation has been a class conversation for younger pupils, and comments on post-its for older ones.

A key focus for 2022/23 will be:

- Maths – continued support for pupils from support staff
- Writing – a Support for Learning teacher will continue to come to school 1 day per week to focus on writing with pupils
- Raising Attainment – after October, Mr Thomson will be in P1 for one day per week, with the rest of his time focussing on recovery / development across the school
- Health and Wellbeing focus on inclusivity, with class and playground work focussing on “The Circle Framework” which is a resource used by schools by many local authorities to support inclusive learning and collaborative working. There will also be an all-staff in-service day on this subject.

K.Whiteley would like to consult the parent forum on improvement in the new school year.

**Respect Me draft:** A copy of the new draft school policy had been circulated to attendees in advance of the meeting. In the first term of the new school year, K.Whiteley would like to hold an online forum to gather views on the document and the issues it covers.

**Revised Vision, Value and Aims (VVA):**

- The themes of learning and caring have been added to the vision tree
- P3 and P4 have worked up a prototype, which will be presented to other classes
- The logo and language will appear on the school’s headed paper, to raise awareness of the main VVA purpose in a memorable, engaging way

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	<ul style="list-style-type: none"> <li>The language aligns with East Lothian's VVA on relationships, learning and leadership</li> </ul> <p><b>Meet the Teacher:</b> Classes met their 2022/23 teachers today, and this included a successful P1 induction event. This was the first meeting with parents in school for three years and it went very well. P6 buddies did well.</p> <p>It is hoped that families can be invited in to school to attend the upcoming Celebrating Success assemblies and the P7 leavers assembly.</p> <p><b>P7 and P1 arrangements:</b> P1 welcome bags are being prepared and there is a welcome banner for the new P1 intake. P7 parents are invited into school from 10:30 for refreshments before the assembly, and the leavers will be piped out of school just before the bell.</p> <p><b>Staff retirement:</b> Ann Law and Gill Melrose will retire at the end of term, and arrangements are being made to present them with leaving gifts. The parent council is providing flowers for both of them, on behalf of all parents. Recruitment is ongoing for their successors.</p>	
5	<p><b>Parent Council Business</b></p> <p><b>P7 Leavers Yearbooks:</b> These have been completed and are being printed.</p> <p><b>Eco Committee:</b> Each class has appointed two class reps (P1 reps to be added after August). On 20 June, the reps will take part in an online Eco Leaders event, lead by St Andrews Fox Covert school, which has become paper and plastic-free.</p> <p><b>Action: It was agreed that K.Whiteley should contact the whole parent forum to ask for parental support for the Committee.</b></p> <p><b>Trim Trail:</b> East Lothian Council are inspecting trim trail equipment in all schools, and removing any unfit equipment by the end of the summer. K.Whiteley will pursue the Council's clarification of the funding model to be used for replacement equipment.</p> <p>E.Williamson asked about potential playground games for use while there is no trim trail, before the new equipment is installed. Some new games were purchased in March, so these will be well used, and the playpod will re-open after it has been organised at the start of the school year.</p> <p><b>Action: K.Whiteley</b> <b>Action: T.Warren for future agenda</b></p>	<p>KW</p> <p>KW TW</p>

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	<p><b>School Photographs:</b> K.Whiteley will contact Tempest to invite them into school in September / October.</p> <p><b>Action: K.Whiteley / C.Colville</b></p> <p><b>In-person PC Meetings:</b> Subject to restrictions, and policy on Council lets, it may be possible for the next meeting to be held in person. It was agreed that if this is possible, a hybrid approach would be taken so that there is an option for parents to join online.</p> <p><b>Action: K.Whiteley to keep T.Warren posted on restrictions</b></p>	<p>KW / CC</p> <p>KW / TW</p>
6	<p><b>Parent Council Business: Fundraising / Supporting the School</b></p> <p><b>Application to the Common Good Fund:</b> S.Davidson has made an application. The CGF group meets only four times a year, the next meeting being due in August. S.Davidson to provide an update at the next meeting.</p> <p><b>Action: TW to note for September meeting.</b></p> <p><b>Other grant applications:</b> D.Reid has contacted Persimmon, Bellway and Avant community champions, who give regularly to local charities. She has been successful in getting a £1,000 donation from Persimmon. If the other applications are unsuccessful, there is an option to reapply. S.Davidson contacted B&amp;Q and Wicks but their grants are for registered charities only. The Tesco grant application is outstanding and L.Melville will chase and provide an update asap.</p> <p><b>Action: D.Reid to contact L.Taylor about paying in the Persimmon donation.</b></p> <p><b>Action: L.Melville to provide T.Warren with an update on the Tesco grant application</b></p> <p>T.Warren invited any other fundraising suggestions. The following was agreed that the parent Council to sell tea, coffee and baking at the 24/06 sports day</p> <p>For consideration for future fundraising:</p> <ul style="list-style-type: none"> <li>• Donutters Day – <b>Action: S.Davidson to find out more</b></li> <li>• Wet sponge throwing – <b>Action: D.Reid to discuss with K.Whiteley and C.Colville</b></li> <li>• Football cards – S.Davidson had recently organised this, it was a relatively easy process with a big return and the winner donated back. Agreed should do this again in the future.</li> <li>• Ladies Night in rugby club, possibly including bingo, karaoke etc – D.Reid to think about, revisit after the summer</li> </ul>	<p>TW</p> <p>DR / LT</p> <p>LM</p> <p>SD DR</p> <p>DR</p>
9	<b>AOB</b>	

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	<p>T.Warren invited any other business from attendees.</p> <p><b>MGS School Ties:</b> P7 leavers will be gifted a secondary school tie and a jubilee edition bible at their leavers assembly.</p> <p><b>Nursery and P1 intake:</b> E.Williamson remarked how nice it was to be able to go into nursery again, and praised the P6 buddies.</p> <p><b>Cash donations to PC:</b> L.Turner asked on behalf of a parent whether the PC bank details could be shared so they could make a donation. It was agreed that the details should not be shared widely, but the particular parent could be supplied with the details. The potential for a Go Fund Me / similar online fundraising page being set up was discussed, but dismissed as they take a commission from donations. There will perhaps be more options once the parent council gets charitable status.</p> <p><b>Action: L.Turner and L.Taylor to get bank details to the parent.</b></p> <p><b>Action: T.Warren for future agenda – charitable status application to be pursued.</b></p> <p><b>Special thanks</b> to Lois Taylor, Lynsey Melville and Sarah Jones for their support to the parent council.</p>	<p>LT / LT</p> <p>TW</p>
10	<p><b>Next Meeting</b></p> <p>The next meeting will be the parent council’s AGM on <b>Wednesday 7 September</b>, 19:00 – 20:30. All welcome.</p> <p>Details will be emailed out in advance to confirm whether this will be an online or hybrid online / in person meeting.</p>	

Katie Hislop  
June 2022