

Present: Tanya, Karyn, Leah, Jo, Mrs Bruce, Kevin, Tracy, Lorna, Paula, Rachal, Katie, Karen, Anthea, Audrey,

1. Apologies: Jos, Ruth, Shayron, Inga, Nicola
2. Minutes of previous meeting 12<sup>th</sup> June 2017 approved by Anthea, seconded by Rachal.

**Action: Leah to check if nursery still require a flip camera as the IPAD is now being used.**

### 3. Head Teacher Report

Mrs Bruce is keen for the PC to look at the "How Good is our School" 4 from Education Scotland which has various quality indicators. She is keen to look at four different QI's with staff, children and parents and would appreciate feedback. It was agreed this will be added to the December agenda.

**Action: Mrs Bruce to email the link to add to the agenda for December.**

4. Parent Council and Head Teacher Conference on Thursday 2<sup>nd</sup> November and Thursday 22<sup>nd</sup> March. It would be great if someone from the PC could attend this meeting on behalf of the PC, if you are interested please let Karyn know. The event is usually 9-3pm and you may get a free lunch!

5. Recipe Book – Leah feels time wise it will be difficult to get the recipe book ready for the shopping night in November. It was therefore suggested that we try to get it ready for December instead. Costings are hard to establish until we know how many pages etc. Various members are able to distribute books in shops etc.

**Action: Leah to email a slip to Joyce at the office regarding plea for recipes, she will also include a reminder about the shopping night.**

6. Shopping Night - Lots of sellers organised for Wednesday 1<sup>st</sup> November. Event is 7-9 pm. Leah will be there from 5pm if others can be there from 6:15pm. Please let Leah know if you are happy to help. Karen, Lorna, Audrey, Jo, Karyn, Tracy, Tanya are all able to help so far.

**Action: Leah to check the number of raffle ticket books**

**Katie to donate milk for teas and coffee**

**Ruth to buy juice/ tea/ coffee/ biscuits for the night**

**Leah will email the poster around the PC for everyone to print and put up some copies in shops.**

**Katie will ask Carol if she would like to do the photography.**

7. School Dinner help -Some children unsure where to get the soup from in the canteen. **Action: Kevin to ensure children know where to go to get the soup.** Questions asked about packed lunches being segregated on the stage, this is due to health and safety not taking hot meals up steps.

8. Exit doors for children – Parents unsure where children will be exiting from at the end of the school day. **Action: Kevin to put map on FB to show the exit locations.**

9. School Uniform -Keen to encourage all children to wear school uniform. **Action: Kevin to put on FB about the swap shop for uniform. Where school tops can be swapped or taken with a donation to school funds.**

Karyn also setting up private group on FB instead of the PC using emails. Kevin and Jane cannot access the FB group but will be emailed when required. Admin of the group will be the office bearers.

10. Asthma Policy – Confirmation of inhalers in school as policy had changed and inhaler had been taken off the child. All children who require inhalers will have one in the medical room.

11. New Bike Sheds – Keen for a covered bike shed to happen to protect bikes from the weather.

**Action: Kevin to contact Evonne at OIC who may be able to help obtain funding for this**

12. Car parking police station feedback – Police unable to provide cones to stop illegal parking they suggested writing letters to the individuals who are parking illegally. It was felt a generic letter to all parents reminding them of safe parking and highlighting areas not to park would be a better option.

Gwenda Shearer had been contacted by a school crossing officer regarding poor parking and Councillors are hoping to start a campaign on Radio Orkney about parking issues.

**Action: Jo to draft a letter about parking issues and after agreement letter to be sent out to parents, FB, Orcadian post bag.**

13. Any other Business

Ruth will give us an update on money at the next meeting.

**TB to email constitution out concerned we have too many members!** Review constitution at our December meeting.

Security of school perimeter, Not secure several exits. It was felt it is not possible to ensure the perimeter is entirely secure.

Bullying policy from last head teacher conference asked whether a new policy has been distributed. There is a working party across the Local Authority looking at this. Papdale has a good policy drawn up with information from National Guidance.

**Action: Kevin to highlight on FB links to the bullying policy  
Bullying summary to be included in the newsletter in  
November.** anti-bullying awareness day happening in  
November.

14. Date of Next Meeting Monday 4<sup>th</sup> December 2017, 6pm.