

# Meeting of Papdale Parent Council Monday 7 October 2019 at 5.30pm

In Attendance: Tanya Blowfield, Ruth Drever, Shayron Mooney, Paula Craigie, Dawn Shearer, Lorna Robertson, Craig Spence, Kevin Balfour, Wendy Bowen, Joanne Tait, Katie Croy, Nicola Reid (minutes).

## **1. Apologies**

Apologies were noted from Jos Tulloch, Karen Allen.

## **2. Minute of Previous Meeting (17 June 2019) & Matters Arising**

Fundraising - It was agreed that if the Tesco Bags of Change re-opens for applications in time, we will apply to raise money for furniture for the new P1 area. We are also on the waiting list for bag packing at Tesco, Jo will chase this up to see where we are on the list.

The minutes were agreed as an accurate record, proposed by Tanya Blowfield, seconded by Ruth Drever.

## **3. Head Teacher Report**

Wendy delivered the following report:-

*Thank you!*

We are delighted to have now got 18 new ipads for the school. These have been given to the teaching staff to use to support the new learning journals.

We would ask that if possible, another 2 ipads be purchased to allow the Expressive Arts staff to be involved with the learning journals too. (This was agreed)

*Serious Incident*

Knife protocol as per guidance handed out was followed. Parents of those affected were contacted. (Covered at item 8 of the agenda)

*Staffing*

Alison Guthrie will leave the school on Friday. We thank her for her hard work in the school. Mrs Jenna Johnston will take up the 2 days.

We will cover some support for learning time (0.4FTE) by supply, this is cover that is backed filled from Mr Steve Miller having some additional time with pupils who have EAL (English as an additional language).

*Pupil Equity Fund (PEF)*

Our spending on PEF will be as per the School Improvement Plan, with the vast majority of fund has been budgeted on supporting support for learning assistants and the PT support for learning post.

We have however used £6,000 to purchase the rest of the Oxford Origins Reading scheme for P4 - P7 to help raise attainment in reading. This scheme will not go home but will be used for guided reading lessons with the pupils in school.

We have Amy Berry working for 3 hours a week to support pupils to attend school and have been identifying pupils whose absence levels are below 80% attendance.

On October 28<sup>th</sup> Pivotal Education will be carrying out training. There is a place for one member of the parent council to attend. This training will help us to further develop our pupil behavior management policy which we would like to become a relational policy for the school.

The furniture budget has been spent for the early level classrooms (P1s) this has led to a nicer environment for learning for the children.

### *School Improvements*

We have discussed all pupils levels with the Education Scotland Attainment Advisor for the school, we have identified those pupils who should be on the edge of achieving the next level in their learning and have challenged staff in how to support them to achieve these levels.

### *Learning Journals*

It has taken some time to get all pupils onto the system in regards to parents giving permission for their child to be part of the programme. There will be a parent forum on Friday where we hope to have the company there to support us with any questions. I will rerun this event if there is a wish from parents.

We need to ensure that we have more observations for this so that we fulfil our obligations to report to parents.

There will be a policy out shortly regarding this and a cycle for times to report out soon.

### *Start / Stop / Continue*

A quick parental evaluation was carried out over parents night, this exercise is going to be used with pupils and staff now.

### *Hoy Trip*

This was really successful thank you to the staff that gave of their own time to accompany the children on the trip. Brilliant work. Thanks also to the parent council for their fundraising efforts.

### *Other Resources*

61 licenses for reading eggs has been bought which will be used for the pupils with dyslexia.

### *Christmas*

P3 Nativity will continue - date to be set. No instrumentalists but would like to have a musical coffee evening in Jan/ Feb to showcase the pupil talents. Would Parent Council be happy to do this? (This was agreed)

P1-2 will do their afternoon as normal - date to be arranged.

### *Pudsey Bear*

P7 will be carrying on with stalls etc. pupils to wear spots, but staff would like to tone the event down a bit and not decorate the classes / encourage parents not to go over board with spending for the stalls prizes etc.

## **4. The Role/Direction of the Parent Council**

It was agreed that one of the most important roles of the parent council is to raise money to allow the school to buy extra resources. It's important that members of the parent council can volunteer at fundraisers as well as attending meetings. Volunteers can include partners or family members if you are unable to help. The current set up seems to be working well and it was agreed to continue as we are.

We need to make sure there is clear communication between the parent council and the parents/carers in the school and must keep this in mind going forwards.

It was agreed that a group of parent council members would get together before the next meeting to review our constitution and check that we're doing everything that is required of us by law and that it accurately reflects who we are and what we do. The group will meet on Monday 11 November at 5.30pm.

Katie circulated her draft flyer for the Papdale Shopping night, it has information about the parent council on the reverse side. It was agreed that we should also add that the AGM is held annually in September.

## **5. School Uniform**

Logo Orkney and Trek & Travel put forward proposals for school uniform items they could produce. Following discussion it was agreed to stick to the traditional Papdale Logo only, rather than introducing text on to the tops. Both the Royal Blue and the Navy Blue will continue to be used. The shops will both offer a selection of different tops, including sports tops. The Papdale logo can also be added to any item of clothing taken into Logo Orkney.

It was agreed we should highlight the swap shop to parents, explaining how it works and possibly also issue a reminder that uniform grants are available to families who qualify for free school meals. Also, the Papdale logo doesn't have to be on uniform items, we would just encourage children to wear the school colours where possible.

Wendy suggested that they could do a school uniform "fashion show" at the first family meeting of next term to showcase all of the items available.

Perhaps an incentive could be made to encourage children to wear school uniform, such as class points for everyone wearing uniform.

## **6. Water Bottles**

David Bain from Humour Lounge Orkney contacted Kevin to ask if it would be OK to use the Papdale Logo on water bottles that they produce. It was agreed that this would be OK but the school will not promote the bottles.

## **7. School Discos**

The next school disco will be in January 2020 and we will aim for a Thursday night. Tanya will check availability with Lee from Party Funtime. The term leading up to Christmas tends to be very busy so it was agreed not to hold a disco until the New Year.

A reminder that mobile phones are not allowed at school discos - no photos or filming.

## **8. Procedure for Notifying Parents of Serious Incidents**

Following an article on Radio Orkney about an incident in the school canteen, some parents had asked what the procedure is in the school following such an incident. Wendy circulated the guidance document that had been used and was issued by the Education, Leisure & Housing Service. There is a flowchart to follow which covers all areas including whether to exclude a child from school, whether to involve the Police and whether there is a need to share the information more widely than just with the parents/carers of the child(ren) involved.

## **9. AOCB**

### *Shopping Night*

Lorna will make up a rota for the night

Tea & coffee will be served on the stage the same as last year. Jo will buy the items needed for this and Katie will bring the milk.

Ruth will provide 4 floats for the evening.

We will need donations of baking.

There will be a sign pointing to the stairs up to the stage to help people find the tea and coffee area.

Jo has the raffle tickets.

\* 6.55pm Tanya left the meeting

### *Fundraising*

We should discuss further fundraising ideas at a future meeting and whether it might be an idea to hold a Papdale Fun Day again.

It was agreed that we should try to use re-useable cups from the kitchen for the next disco.

\* 7pm Craig left the meeting

### *Road Crossing Points*

It was felt that as there are lots of family homes being built at Watersfield (next to the College), there are more and more children crossing the road over to Annfield Crescent and it would be good if a Lollipop person could be stationed there. Kevin will put this suggestion forward to OIC.

### *Packed Lunches*

It was asked whether children eating packed lunches have to sit on the stage as some children feel isolated and would be happier sitting with their friends. At present this is the case due to the capacity of the dinner hall and it not being considered safe for children to climb the steps with hot dinners however, this hasn't been reviewed since moving to the staggered lunches so Kevin will review it and get back to us.

We were informed that the school canteen won't be providing Christmas crackers with the Christmas meal this year, it was agreed that the parent council could fund this so that all the children can have a cracker with their Christmas Dinner.

### *Water Bottles*

It was asked whether children are supposed to be allowed to keep their water bottles on their desks throughout the day. This is up to the individual teachers as sometimes the water bottles are a distraction and stop children from concentrating on what is being taught.

There being no further business, the meeting concluded at 7.15pm.

**Date of next meeting: Monday 25 November 2019 at 5.30pm.**