

APPROVED Meeting Minutes: PAPDALE PARENT COUNCIL MEETING

Date: 16th January 2023

Virtual meeting: Microsoft Teams meeting - Meeting ID: 388 300 056 21

1. Welcome and apologies for absence

Apologies Elaine Bain, Joanne Tait - Welcome to Michelle du Fort

Present: Lisa Gibson, Dawn Williams, Ashleigh Gillespie, Lesley Howard, Christine Shearer, Bethany Drever, Dawn Stanger, Nengi Ume, Steven Burnett (Papdale Business Manager), Michelle du Fort (Acting Head Teacher).

Chair: Lynne Spence

2. Minutes of the last planning meeting emailed around for approval 7th November 2022, all in agreement, and approved.

3. Any other relevant business (not covered in the agenda)

Should Nursery be represented at these meetings more actively? Caroline was involved before with the Parent Council, but she has since left. ACTION - Everyone in agreement to invite Karen Petrie (nursery manager) to future meeting.

Discussion around lack of after school care/clubs which is affecting working parents – There had been a Facebook discussion on Orkney Mums which got 38 comments, and some were to say contact the PC or local councillor.

Michelle said she would pass on concern to Cath Diamond in Early Years, and Head Teacher meeting to see what capacity is available. She noted Peedie Breeks services was 100% separate from the school and the School is rented out to Pipeband on a Monday Night, Wednesday P5 netball, Thursday P6/7 Netball, Friday football. It was mentioned that it wasn't necessarily an uptake concern - but more a funding issue from a school perspective, but the real challenge is staff capacity in the nursery. Nursery is currently staffed and open 8:30-4pm. It was agreed that having nursery rep at these meeting would be useful.

It was agreed the issue around wrap around care should be raised as a collective approach, as it is limiting parents and their ability to work certain hours. Parent Council to help raise awareness and work with Papdale School.

4. Matters Arising

Constitution –sub group of Dawn W and Joanne to continue to work on this together with Lynne

Miles in May Money – Sensory Room and new books – £2786 spent on new books, these are now in the school Library and being used. NHS endowment fund of £1400 received, and sensory items bought for £3717, Tesco money still to come in (about £500) to be used for any other items the room may need.

Sensory room - Hope that by the final term this room is up and running properly with all items received and fitted. Miles in May money + NHS money has been used toward this and we have £1000 + Tesco money for any anomalies for sensory room or can hold money to use to replace any items in months/ years to come or use as match funding for future fundraising. Agreed to wait till room set up before decision made.

Recruitment of Head Teacher – thank you for all PC members who were involved. Emma Billington hired to start after the Easter break.

National discussion event – didn't actually happen

Book Neuk – Christmas theme. Elaine and Lynne doing the weekly tidy up. Marie Eunson has ideas for some Burns night theme and Scottish Books. ACTION - Another reminder on Facebook for donations.

Easy Fundraising – Up and running, please encourage usage, currently about £14

Class photos – all individual photos done, been more popular than expected over 700 prints made. The Parent Council asked about class photos - only done if all children are present but this has been challenging, but still time to do, Steve to organise.

The Participation Fund is a ringfenced sum within the wider School Fund that was established in 2022-23 through discrete donations which specified the funds to be used to support pupil participation in wider school activities. The determination of how this is interpreted is delegated to the School Business Manager who provides a regular report to the Parent Council.

To date £646.70 has been charged to the Participation Fund, leaving a balance of £2,228.30. These charges are:

- £384 to match the Parent Council contribution to fully funding the costs of FSM pupils participation in P6 Outdoor Education activities
- £86.70 to purchase Ear Defenders which allow pupils with sensory overload to participate in collective events
- £176 to cover the full direct costs of providing a free pupil photo for each FSM child at PPS

ACTION - Steve to send Dawn an invoice for the contribution towards P6 outdoor education for the accountant.

5. Treasurers /Financial Update -

Balance as of 14.12.22 £6568.59

Cheque for £3117 going out ASAP (Sensory Room items)

A float now been established of £43.96 (which was loose change from disco)

Disco took in £886.15 - banked £770 and rest for Wendy Bowens leaving gift in cash to Bethany.

Dawn applied for internet banking but printed forms wrong so need to ask for new ones of the right size and collect signatures (Lisa, Jo, Lynne and Dawn)

Final Books total £2786.82

6. School Disco – Thank you to all PC and teachers who helped at P2-P7 discos at the end of last term, which was a huge success. And to DJ Alan for DJ'ing for free. Reflections, P6-7 was too long, and quite late, perhaps next time it should just be an hour, and to play games. The children thought it was a party not just a disco with music only.

P1 – Nursery Disco - Darren Peace has offered to do games for this disco and will arrange prizes. ACTION – to check arrangement with kitchen regarding reusable cups, and Dawn to arrange a float.

Discussion about other ideas for a themed disco after the Nursery/P1 disco seeing as Alan has all his kit there and set up. Easiest theme would be a Scottish theme seeing as evening before Burns night. We could limit it to P5/6/7 as the capacity in the hall is 150. Steve would take charge of ticketing. Could sell juice and crisps (but not other items other than Scottish tattoos) times would be 5.30-6.30pm with £3 entry fee. Nothing to lose, will sell tickets, and if not a huge uptake then can cancel it.

7. Headteacher's Report – Mrs DuFord

Recap on successes...

It was beyond lovely to see so many activities/occasions come back to us, here are some highlights:

Orkney Science Festival writing competition winners. Three children from 6/7S were invited to an afternoon High Tea in the Peedie Kirk's Hall where they had nibbles and received certificates from the judges. It was a proud moment.

We had our own Mini Science Festival where classes did investigations and both led/shared them with classes in the Infant Hall. Some excellent skills and knowledge on show.

P6s participated in Outdoor Education In-School Activity Programme with many successes. Thank you for the Parent Council's support enabling children's participation.

End of Term 1 saw us collecting for the Orkney Foodbank where we donated 171Kgs.

Intergenerational Project – groups of children attend a Befriending group on Monday afternoons at the Life Centre for lots of fun, games and chat.

Being conscious of the cost of living crisis, Children In Need was again a success despite focussing more on participation with much less emphasis on donating.

Both Netball and Football practice and competitions returned and are in full swing where Possible, as lack of parental volunteers. One of our football teams can only participate due to a member of staff overseeing them and our P4 netball will not take place this year unless we can find someone willing to step up.

Children from P4-7 participated in a National Discussion for Education facilitated by Mrs Eunson. They did an online webinar and met again to discuss, capture their thoughts contributing to the design of Scottish Education in the future.

Several class visits away from school: 5E to Birsay with the Culture Collective Co-creation Project, P3 classes each visited the Picky Cinema for free "Into Film" screenings with School Fund meeting transport costs, 2s to Millburn Farm in Harray, P1L to Kirkwall Lifeboat, 4M to the Orkney Library.

Tree Lighting Ceremony – St. Lucy and her attendants did a great job on the night. The school was lucky to receive a visit from the Norwegian musicians who performed for P5/6/7. P3E, P3M and 3/4S worked hard to create and present the play The Hoity Toity Angel. They have learned many skills while involved in stage and costume design and creation, singing, percussion as well as learning lines and stage directions. Some of the pupils in 4S did an enterprise project to create Christmas Tree decorations to sell at the Nativity Performances. They have raised more than £270 for charity! The children have chosen to split the money between the School Fund and Kirkwall Lifeboat.

Music all around as we have had successful Parent Council Discos as well as playground end of term fun.

Musical visits with Mrs Keldie: P6/7S went to Eunson's Close, 7E to the Balfour Hospital and 7M to the Life Centre. P4 had Christmas songs in the Hall for parents and carers.

P2 had their Christmas artwork displayed in local shops like The Coop

Papdale's Strictly Come Dancing returned with much enthusiasm compared by Mrs Bowen and live music played by Mr Bowen which was lovely.

Return to the Cathedral for our End of Term Christmas Service was a big success with musical accompaniment by our instrumental tuition groups, P7s leading the Christmas Story, a song by the Hoity Toity Cast and a French song – Vive le Vent.

Book Neuk is still a big success and the extra twist of Christmas books worked well.

Developments of a snug and the sensory room are still in progress making for exciting additions to provide safe and secure provision for children.

Pupil Groups

Positive action on the Child's Voice by both The Papdale Voices and the Junior Road Safety Officers. Both are proactive groups with plenty ideas and voices! TPV are working hard to lead us towards being a Rights Respecting School with an introduction to the United Nations Rights of the Child Convention. We are more than pleased to announce that we have achieved Bronze: Rights Committed. If you would like to be involved, please let me know so we can include you. The JRSOs work hard to highlight all the Health and Safety aspects of staying safe whilst getting to school. They came to assembly today to let everyone know about a competition they are running for P1-3 and that P6 will get letters about Bikeability in preparation to Term 4.

Staffing:

After another round of successful interviews in Term 2, we now have the SFLAs in place that we should have. We are in the process of shadowing to ensure a smooth transition of members of staff. This is not to say that we aren't looking for more support and are still talking with OIC.

We said farewell to Steve M, our Support for Learning Teacher who retired at the end of November and welcomed his replacement starting on our first day back Simon B.

We welcome an experienced teacher, Alison L, joining us as Jennifer R has gone on Maternity Leave. Kirsty Mc will be with us until the February in-service date where she will also go off on Maternity Leave. I believe interviews for her replacement are imminent. MJ/MD attended interviews on Friday 13 January for the 100 Days posts – there were more jobs than candidates and therefore we continue on a supply basis with both Helen J and Donna P as Supported Class teachers.

In December, Emma Billington was successful at interview for the permanent post of Papdale's Head Teacher and she will join us after the Easter break.

Mrs Bowen had a lovely final day as our Headteacher on Friday 6th of January and took up her new post as Quality Improvement Officer – Attainment and Achievement on Monday 9th of January.

Michele D is supporting this transition between Emma and Wendy and is now Acting Head Teacher for Term 3. Jenna Johnston, formerly 3/4S class teacher has stepped into the role of Acting DHT. Jane B will now be filling 3/4S job share teacher.

Pupil Equity Worker post is presently being interviewed and will update when we have heard.

Staffing continues to be a challenge with teachers off ill but we are working hard to provide consistency in learning.

What next:

We have returned to in person assemblies weekly where all classes can attend. This gives us a chance to share both successes and things to work/aim for. We are having a weekly Jigsaw focus for example this week "We are celebrating people who: Keep trying even when it is difficult" We also get to share notices: We are also having a Right of the Month focus and Article 15 – You have the right to be with friends and join or set up clubs, unless this breaks the rights of others. TPV spoke about an activity classes could do together to understand a little bit more about this right and they will be doing a survey with classes also. We are also introducing a couple of new pupil groups a HWB and Litter Awareness. We are ensuring that more children in school feel their voice is heard.

PEF spending: we have purchased some new laptops which will run a specific programme, also purchased, called Clicker. It helps children with their writing using ICT tools. We also ordered some reading pens to allow some children whose Literacy skills are weak to access

more of the curriculum.

HWB Fair – we are working towards this venture once again for Thursday 2 nd February 2:30 – 6:30pm.

World Book Day theme is We Are All Readers – this was discussed at our SLT meeting today and one proposal going to the rest of the staff is The Rainbow Challenge. All children have the challenge to ‘Read a Rainbow’ between now and World Book Day – they tick off a colour by reading/listening to each colour of the rainbow. This could be the actual colour of the book, in the title of the book, a character in the book, the author – however they can do it. On World Book Day we will all wear a rainbow colours to school to celebrate our reading Achievement.

8. Wellbeing and Education Event - 2nd February 2023 2.30 - 6:30pm

Mrs Eunson is the lead teacher arranging this event with the PC involved too. Mrs Eunson has been in touch with different partners/ agencies, who can offer help and support. Last year we had the swap shop and a wellie boot exchange – this will be again with another idea, is exchange of football boots (not studs). The PC will have a table to discuss the PC and also what the school should start, stop, continue doing. A helpers rota will be scheduled closer to the time - last time there was soup and other foods available but this year will be scaled back to teas and coffees and biscuits. Last year it finished much earlier so this year, it will go on later to allow as many parents/ carers as possible to attend.

9. World Book Day Thursday March 2nd 2023 - Last year was a success with the decorating a box, tattie, spoon inclusive, any ideas for this year was discussed with agreement to dovetail with the school rainbow idea. To create a Facebook poll of some ideas, to encourage writing too, with rosettes for stories written. Images, or writing a story in comic strip format would be great to encourage reluctant writers. Ideas around a comic strip - could maybe be published in the peedie orcadian, maybe Alex Leonard from Giddy Limit could be involved for judging these. ACTION – To decide on the challenges and to order more rosettes and arrange prizes

10. Logo update was discussed at the planning meeting - could we launch the competition to design new logo at the wellbeing fair - all in agreement

11. CLLD Funding - low cost cooking kitchen development bid is a no - OIC has put brakes on this. Outdoor education lending library kit idea is still in process, we need to spend money by end of financial year - but the person at OIC is on long term sick so we are trying to progress this further.

12. Date of next meeting - 24th April 2023 - April meeting to be in person at school - to meet Papdale voices and head teacher - all in agreement.