

**FRIENDS OF GLAITNESS SCHOOL**  
**Wednesday 20<sup>th</sup> January 2021 at 7pm**  
**(Virtual Meeting via VScene)**

**Present:**

Steven Johnston(Chair)  
Karen Rorie (P1W and P5 Rep)  
Claire Darbinyan(P1S Rep)  
David Johnston (P2/3/4 Rep)  
Ola Slater (P6 Rep)  
Alice Peace (P3 & P6 Rep)  
Barbara Brown (P2 Rep)  
Gemma Dorricott (Treasurer & P6/7 Rep)  
Jess Smith (P1/2/4 & P2 Rep)  
Kate Towsey (Teacher)  
Ingrid Rendall (Head Teacher)  
Sharon Muir (Deputy Head)  
Erin Thomson (Minute Taker)

**Apologies**

Helen Killeen (Business Manager)  
Shaun Tulloch (ELC Manager)  
Emma McConnachie (P5 & P7 Rep)

**1. Opening of the Meeting**

Steven welcomed everyone to the meeting. It was noted that there were some technical issues delaying the start of the meeting which may also have prevented others from joining.

**2. Apologies for Absence**

Apologies can be seen above.

**3. Approval of Previous Minutes 18<sup>th</sup> November 2020**

The minutes of the previous meeting were circulated and there were no amendments to be made.

**4. Action Log Update**

*4.1 Fundraising Ideas* – This item is on the Agenda and will be discussed within the meeting.

*4.2 Library Update* – This item is on the Agenda and will be discussed within the meeting.

*4.3 Treasurer's Update* – This item is on the Agenda and will be discussed within the meeting.

*4.4 Generic FOG Email Address* – This has now been circulated and the Action can be closed.  
Anna has set up a P5 Parent rep email address to allow for parents to get in touch with her rather than using her personal email address.

*4.5 Lottery* – This is now up and running and the action can be closed.

*4.6 Orcadian Bookshop* – It was too short notice to order the books for the children's Christmas from the Orcadian. The company that the schools uses give the school

vouchers/credit notes for the children if the books are ordered for them. This Action can now be closed and the Glaitness School staff want to thank the Parent Council for buying the books for the children.

4.7 Auditor for End of Year Accounts – This action is being dealt with and can be closed.

#### **5. Playground equipment and Safety**

The inspection that took place found that one piece of kit was broken, and this has now been blocked off in the mean time until it is suitable. There has been a concern raised from a parent about a different piece of equipment where their child had an accident on it. The inspection however showed that this piece of kit was low risk and other parents report that their children enjoy playing on this frequently. There was also a second concern regarding the surface of the playground at the front of the school and it was asked if it could be changed to something softer. Ingrid stated that the surface in that area is as old as the school is and not ideal. However, it is unlikely that replacing it is feasible meanwhile. The school are trying to look at the playground and figure out how they can change it to become more sustainable over the years to come. Steven Burnett has attended the school and discussed the playground area. The school are eager to get feedback from the pupils themselves as to what they would like to see in the playground. It was noted that some of the committee members realised and agreed that children need to be able to know and find out the risks by themselves as well and understand the safe way to play on the equipment. It was also noted that there are not many playgrounds surrounding the Glaitness area, and that the schools playground is the only one for kids in that area, so it would be good to develop a playground that is not going to have a large amount of upkeep. The first priority in the playground would be to fix the climbing frame, but also need to find out the longevity of the climbing frame to make sure that it is worth the cost of fixing. There are funding options available to help to improve the playground, but it is maybe an option to focus FOG fundraising on the playground for the short fixes and long-term larger projects.

#### **6. Feedback from parents /carers on experience of online learning**

Steven had created a Survey Monkey that has gone out to parents of the Glaitness School regarding how they are getting on with Home Schooling their children. There have so far been 70 responses, but at the moment we can only see 40 due to not having a subscription Survey Monkey. The response was positive with the majority of parents having sufficient internet access to allow for online learning. Seesaw has proven to be quite popular and the response from teachers has also been positive. There are obvious barriers such as motivation, distractions at home, parent's having to work themselves. Overall, children were coping with the online learning, with a few finding it quite difficult and the parents are aware of where to go if they need any support. There were some comments on how the experience of online learning could be improved such as, more contact with teachers, a mixture of online and hardcopy learning materials. The overall responses were positive and the response rate was quite high. It is thought that once the 40 responses that can be seen are collated and data taken from them, they can then be deleted in order to be able to see the other 30 responses. Any feedback from parents is extremely useful and there will shortly be a letter going out to parents explaining the expectations of staff and parents for home schooling. It is difficult to get home schooling correct for every pupil, but the school are trying their best to make it work for everyone. The school have also been given an

allocation of devices to help parents who may not have access to the correct devices at home.

*Post-meeting note: A solution was found and all 70 responses were collated and passed onto the school.*

#### **7. Traffic Update**

The trial that was taking place before Christmas for the new route at Muddisdale is still ongoing and children that are still attending school have been using it. There is quite a lot of water lying on the path at the back of the school and they are trying to sort out drainage issues. The pupils have been quite good at adapting to the new routes to the school and David Bowen has been monitoring the number of children that are using the Muddisdale route. There are still cars stopping on the speed bump where children are crossing and a reminder has been put out about this. There is yet to be a crossing patrol review, but this has not happened yet.

#### **8. Head Teachers Update**

Ingrid has already given her updates in regards to the traffic and remote learning. Staff members are still really busy balancing pupils that are in school and out of school. The staff rota is quite tight at the moment and is being looked at for planning for the next few weeks ahead.

#### **9. Early Learning and Childcare Update**

Shaun sends his apologies due to being on paternity leave. Steven commented he was not aware of anything significant to update on from the nursery side of things and there has presumably not been any progress on the nursery build.

#### **10. Library Update (Tesco Award)**

There have been books that have been identified as suitable to be used for children, and we can use the Tesco money to buy these. It was noticed that the school did not have a lot of materials that are suitable for 2<sup>nd</sup> level reading in classes. The Library is a little problematic at the moment due to not being able to share resources. The Barrington books were looked at prior to Christmas but they were sold out at that time. But the school are now to receive a large collection of books from them soon and teachers are being asked to identify suitable books for their classes. There has been a small amount of money spent on local books as well. The school are looking at identifying an audio book that can be used for reading and for educational purposes. The kindles from Amazon had been looked at, but an Amazon account would have to be set up on each individual kindle.

#### **11. Treasurers Update**

The bank balance at the moment is relatively healthy and online banking is currently being looked at. The invoice for the Christmas gifts has come in recently and after this invoice the balance will still be fairly healthy. There are a few other expenditures that will be coming out soon as well.

#### **12. Fundraising Ideas**

**12.1** Lottery - The Lottery has now been set up and anyone can join it each week. It costs £1 per ticket every week and there are local winners every week as well as a chance to win £25,000. This can be set up as a monthly direct debit. There are currently 72 tickets per week which is good, but will need to do some more advertising to encourage more people to join. The possibility of a virtual quiz is still possible, if we can figure out how to make it work.

**12.2** Classlist App

This app is used nationwide and is a place where updates can be posted as well as posting educational pieces. There is even the possibility to be able to advertise and sell tickets for events or raffles. Pretty much anything can be posted on the app such as meeting times, fundraising coming up, updates. Parents can also communicate between each other on the app too. There will need to be a discussion with the school before anything is agreed.

*Post-meeting note: OIC have already noted concerns about Classlist and compliance with General Data Protection Regulations (GDPR) and therefore this won't be pursued any further.*

**13. AOCB**

Karen hasn't set up the Facebook group for her year yet, as she hasn't received the class lists from Helen yet. Sharon will follow this up.

**14. Correspondence**

The only correspondence received was surrounding the playground equipment which has been discussed previously.

**15. Date of Next Meeting** – Thursday 18<sup>th</sup> March at 7pm (via VScene).

**16. Closure of Meeting**

Meeting closed – 20:35pm.

Action Log 2020-2021			
No:	Owner	Action	Date Complete
1.	SJ	<p>Fundraising - Family Photographs in 2020 – Steven to contact Fiona Scott. 16/01/20 – Steven contacted Fiona Scott and she has said that this is feasible. Discussions about when and where photos will take place. Facebook poll to be conducted 19/01/20. On hold due to COVID-19. Possibility of doing this before Christmas still, to be discussed at next meeting. 25/08/20. On Hold Due to Covid19. 30/09/20. Still on Hold – 18/11/20</p> <p>Other FOGS fundraising ideas – book sale, bingo, quiz, Cube/game show. On Hold due to Covid19. Possibility to do some fundraising virtually, such as the quiz. To be discussed further at the next meeting. 25/08/20. To be discussed out with the meeting through Messenger. 30/09/20. David suggested hosting a virtual pub quiz. 18/11/20</p>	
2.	SJ	<p>Library Update – Touch base with Karen Miller about what can be done without her being in the school and what stage she got to. 30/09/20</p> <p>Looking at upgrading the equipment that is already in the Library. Currently also looking at a device similar to a kindle that kids can read books on and do learning activities. 18/11/20.</p> <p>Looking at purchasing Barrington books, teachers will order the books that they think will be suitable for their class. Also have looked further into kindles for the children to use, but are still looking into this further.20.01.21</p>	
3.	SJ	<p>Treasurer’s Update – Still waiting for online banking 18/11/20</p> <p>Still waiting for online banking, may have to change a few things to make it work. 20.01.21</p>	
<b>Recently Completed Actions</b>			
	SJ	<p>Email to Linda regarding contacting The Orcadian Book Shop about books for the pupils at Christmas.</p> <p>It was too late to order books for this Christmas for the kids, but may be an option for another year. 20.01.21</p>	20.01.21
	SJ	<p>The committee now have a generic email address that can be used, Steven is to share this to the group. <a href="mailto:FOGS.glow@orkneyschools.co.uk">FOGS.glow@orkneyschools.co.uk</a>.</p> <p>18/11/20</p> <p>This can be Closed 20.01.21</p>	20.01.21
	SJ	<p>Steven to look at how to organise “lottery” for the parents. £1 for a ticket per week and the money gets split into different sections.</p>	20.01.21

		This has now been organised and is up and running -20.01.21	
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