CLERKHILL PRIMARY SCHOOL – PARENT COUNCIL/ PSA MEETING

Thursday 19th January 2023

**Attendees:**

Kathryn Melvin, Laura Birnie, Isla Smillie, Elaine Macintosh, Cllr Hall, Stacey McKenzie, Karen Forbes, Catherine Matthew, Nicola Beagrie, Louise Brown, Stefannie Whyte, Gerry McCluskey, Annette Buchan

**Apologies:** Cllr Simpson, Michelle Elphinstone, Nicola Cameron, Sharon West, Karine Kelly, Donna Stephen, Kyla Wallace, Karen McKenzie, Jordan Brown, Cheryl Lawrence, Abby Reid, Mariane West, Emma McCluskey, Kim Geddes, Stacey Runcie, Sharon Brown, Vicky Duthie.

**Parent Council**

Laura Birnie Opened meeting and extended thanks to all for attending meeting, and special thanks to Councillor Hall for coming along.

**Approval of Minutes**

Approved by Kathryn and Catherine.

**Head Teacher’s Report – Ann Louise Murray**

School Roll and Staffing update

* School Roll currently 498, with 17 classes.
* 78 P7s due to leave and less P1 enrolment so may drop a class in August
* Change to guidance for P1, now if not ages 5 on first day of August term child can be deferred a year
* 3 new staff members
	+ L Northeast – P3
	+ K McLeod- P6
	+ D Pert – P7
* Currently 5 teachers on maternity leave from school
* 2 new full time PSA funded through Pupil Equity Fund – Sarah Louise Morrison and Stacey McKenzie
* 2 new Principal Teacher posts – Nicola Buchan in early years for 2 days per week and Colleen Mackey for support for learning and PEF Interventions
* Ann Louise has dropped a day and Elaine is now acting head teacher on a Monday

Other news

* Refurb to senior end of school for skills hub is now back on track and will begin soon
* Parent workshops – these will continue in the next 2 terms across literacy, numeracy and play pedagogy
* During the February in-services time will be spent on writing improvements and coding training. The school as invested approx. £7-8k on coding robots so require staff training to ensure they are used effectively
* Lego league is attending a competition on 16th of Feb
* Science club has a competition on 9th March
* PSA will fund the buses for these 2 events

Writing update – Elaine Macintosh

* Pupil and staff were surveyed about writing
* Pupils shared that they prefer imaginative writing, but don’t enjoy the planning aspect of it
* Need to find a new balance between pupils and teachers to be able to hit the required targets for writing whilst enhancing enjoyment and engagement in writing

Report cards

* Parent working group to discuss current report format and how this can be improved. Linda Willox is going to lead this and can email her if wish to be involved in this process

Pupil Equity Fund Update

* £68,000 last year
* Funded Lorna Stevenson as Pupil Support Worker who has been responsible for the breakfast club, giving tree link , breakfast bags and working with local churches for foodbank donations etc – would really like to keep Lorna as she is such an asset to the school and pupils
* Fund also provides 3 x PSA posts and the 2 x PT posts mentioned earlier
* Mrs Laws is released for a day to take outdoor learning sessions at Brave woodland, this is now a morning and afternoon group
* There will be a link up with Peterhead Football Club for children who would benefit from the interaction with the football team
* There will a general survey to parents on how they feel the money should be spent going forward
* Admin hours have also been upped through the fund
* Budget saving was achieved this year, so plan is to use up school budget on resources/ refurb etc before drawing on PSA funds

Term 3 and 4 look set to be busy terms with Talent show, Bingo Tea, Dalguise P7 Trip, Parents’ Night, Sports Days and P7 leavers activities

On issue of snow etc – school cannot ask parents to clear paths but if parents felt compelled to help the school and turned up with a shovel they would not be turned away

**Councillor Update**

Councillor Hall visited the school with the janitor and put through a report to the council with suggestions which could quickly be put into action to help prevent the anti-social behaviour. He gave lots of suggestions, but not allowed to remove downpipes, or put grids on the air conditioning units to make it harder to gain access to roof. Not allowed to remove the P1 door “windbreaker wall” either. Suggestion was anti climb paint, and that we are allowed to move the grit bins as well. Councillor Hall confirms that everything was rejected on health and safety grounds, and he is sorry there isn’t more he can do.

Louise Brown reports having to phone the police as the youths were taking photos of the girls through the windows in big hall one night and had to cancel brownies one night as the youths on roof were fusing lights and causing damage to the building.

New campus still on track, however going through some more consultations on design format

**Laura Birnie – Parent Council Update**

* Been a quiet few weeks for communications on parent council front. Main headlines remain money matters, mindful fundraising etc
* There are focus groups for potential changes to national exams if anyone would like to be involved, please let Laura know
* The Foyer – which offers financial support, courses etc to family have created a flyer which will be sent out to all parents
* Yellow line parking – Joanna Stewart at council the contact to ask for advice and guidance on the matter
* AOB – None raised

**PSA**

Kathryn welcomes everyone to the meeting and extends thanks for attending and to new members

Been a busy few months with Christmas buttery morning, hamper raffles, concerts, and parties but the kids have loved it all

**Treasurers Report – Stacey McKenzie**

Disco Tickets - £822.50

Lucky Number - £995.58

Sponsored Walk - £6071.15

Class Calendars - £990.44

Buttery Morning - £2987.75

Christmas Hampers - £2182

The bookfair made £1978.16 of which the school got a percentage of the takings to buy books which has been fulfilled

Current balance at time of meeting £24,000 approx.

School have requested new Christmas tree, decorations, and lights, which PSA are happy to fund but needs to be someone within school who decides what is needed – Annette Buchan nominated to take this role.

Ann Louise feels when bank balance is so healthy that some funds should be used to give the children a treat, whether it be a big day out/ activities day at school etc but they are brilliant children who deserve something fun. She suggests this be put to Pupil council to discuss.

**Other updates**

* Clerkhill’s got Talent – 8th Feb, Kathryn to ask if her dad can compare the evening. Can PSA fund the £400 for Alexander Dickson on sounds please. Judges are ready, will be Teas and Coffees. Instead of charging for tickets will be a donation at the door for PSA funds. Phone number game to be played. Prizes will be cinema vouchers £10 for 3rd place, £20 for 2nd place and £30 for 1st place
* Bingo Tea – 27th March – As discussed at previous meeting, Kathryn reiterated that she would be unavailable that evening due to work commitments and was still looking for someone to lead the event in her absence. Catherine Matthew indicated she may be able to take this on having recently organised a similar event for the P7 leavers fund. She has a bingo machine and a caller for this. Stacey McKenzie also advised that she has contact details for another bingo caller. Will need raffles and prize donations. Teas and Coffees to be provided
* Summer Fayre – Consensus is we don’t need one, the bank balance is good so more important to give the kids a treat
* Will aim to provide tea, coffee, and juice at sports days again as this was nice
* Banking update – now online, need people who will be on committee for a while to sign up to be part of dual authorisation process
* Gambling licence – form completed for hampers/ lucky number at Christmas time
* PVG checks and 1st aider training – this needs to be actioned – will be a big piece of work to set up but once established shouldn’t require too much admin. Laura Birnie and Isla Smillie to go through process/ workload required
* Home baking update – Email sent from EHO regarding Allergen labelling and food safety with regards to home baking donations for fayres etc – Isla Smillie to speak to EHO Monica Tait and gain clarity on what we are required to do for events

**AOB**

* **PSA Chair position and Parent Council Chair position will both be up for grabs in 23/24 session**

Next Meeting dates

* Thursday 27th April at 6pm in school