St Andrews Parent Council (StAPC) – Minutes of 19-9-17

Present:

GB - Gaby Barnaby (Chair), LB - Lou Brewer (Minutes), MT - Mark Taylor (Head Teacher), ID - Ingrid Drever (Teacher Representative), GS - Gwen Simpson (Parent Representative), (Parent Representative), NC - Norman Craigie (Councillor), AD - Andrew Drever (Councillor), SS - Steve Sankey (Councillor).

GB welcomed everyone along to the meeting.

1. **Apologies**

Apologies were given by Erika Shearer and Emma Thomson.

1. **Approval of minutes from previous meeting**

Minutes of the meeting held on 31st May 2017 were approved by those present to be an accurate account of the meeting.

1. **Feedback from End of Year Gathering held on 14th June 2017**

Thanks were given to Jenny Keldie, Douglas Montgomery the Pupil Council and teachers for supporting this event. Thanks also went to Deerness Distillery for donating a special prize.

MT noted that it was the participation of the children that made this event special. All present who had attended the event felt that there was a lovely, informal feel to the evening and there was a good turnout.

It generated a list of names of people willing to volunteer to help with specific tasks such as fundraising and gardening which GB has collated and will use to organise help.

ACTION: GB

1. **Matters Arising from minutes of previous meeting**

There will be a Cyber Safety talk on the 3rd October 2017 between 7-9pm. This event will be open to all members of the wider community. Helping children and teenagers to stay safe online is an issue facing many parents. This session will be primarily aimed at parents of primary school aged children but a question and answer session will be open for any queries. Wide publicity will hopefully ensure a good turnout. MT will speak to the Head Teacher of the Burray and Hope Primary Schools to ask her to encourage their parents to attend. Advertising of the event will be put onto Facebook, the Holm News and posters will go up in the Holm Hall and Deerness Shop.

ACTION: MT, GB, PR, AD, SS, NC

1. **Extra-Curricular Activities**

Football – at a recent OYDG Football Meeting it was noted that there will be an increase in price for hire of the hall at the Pickaquoy. Also, that some new rules are being incorporated – these were considered by GB to be uncontroversial.

Sports Glasses will now be compulsory in place of regular glasses for children playing football. These glasses cost around £90. This safety initiative is supported by Clarkes Opticians, who may subsidise purchase price by £20.

It was considered that wearing these safety glasses in place of regular glasses would also protect children who were playing other sports such as netball and their use should also be encouraged for active play in the playground. It was felt that a fund could be established by the school to help parents to meet the cost of these. GB and LB will investigate applying to charities to apply for funds.

The school also supports a range of other extra-curricular activities, both within school time and out with school hours, such as Chess Club, Hand work, Rugby and Netball. Even when activities occur off the school site, then it comes under the auspices of the school for Indemnity Insurance purposes, so it is imperative that welfare standards are maintained. The school must ensure that each coach or activity facilitator has medical and contact details for all children participating, so that parents can be contacted in an emergency. To ensure welfare standards are met all coaches are encouraged to have a PVG check and to undertake First Aid Training.

SS noted that the Hope and Burray schools have adopted the procedural processes of St. Andrews School around extra-curricular activities.

ACTION: MT, GB, LB

1. **Parent Council Constitution**

This constitution needs to be reviewed. All present to read through to discuss at the next meeting. The present constitution is based on a template from the Scottish Government.

GB felt that the constitution was being adhered to although she noted that she has been the only signatory on the cheque book but hoped this would change if a Treasurer is appointed to the Parent Council.

ACTION: All present.

1. **School Update – Mr Taylor**

Please read attached Head Teacher’s Update (19-09-2017)

1. **Fundraising**

The school fundraising calendar is currently

TERM 1 – *Parents evening* (2 evenings from 1630 – 1900) Bake sale donations and jamboree gifts to be sought. Possibly too late for Scholastic Book stall this time, but to be investigated for next parents evening as considered to be beneficial to the school.

TERM 2 – *School Disco* (sometime in November or December – date TBC) GB will put out email. *School photos* – every 2nd year, so not due this year. MT will arrange class photos soon. Discussion as to when to take school photos as this is a busy term. Felt that parents enjoy getting photos at this time of year to give as gifts to wider family.

TERM 3 – Easter Show and Raffles

LB proposed hosting a Mother’s Day and Father’s Day stall. These were successful fundraisers in another school that her children attended. Parents purchase small, inexpensive gifts which they donate to the school. The children then attend a stall to buy these to give on Mother’s Day or Father’s Day. Spending is capped at up to £5 per pupil, although gifts can be purchased for as little as 50 pence. Children generally really enjoyed the opportunity to buy a small gift to give at this time.

ACTION: MT, GB, LB

1. **Date of Next Meeting**

The next Parent Council Meeting will be held at the school on Tuesday 14th November 2017.

1. **AOB**

The role of Parent Representatives for each class was discussed. GB has a list of volunteers for most classes except P1 and Nursery.

The Chair thanked everyone for attending and the meeting closed at 2030. Photographs were then taken of the Parent Council to update the display board.