



St Andrews Parent Council (StAPC) - Minutes of 22.02.2017

Present:

GB – Gaby Barnby (Chair); KS - Kirsty Swan (Minutes); MT - Mark Taylor (Head Teacher); MMc - Meg McFadden (Teacher Representative); ETh – Emma Thomson; ESh – Erika Shearer; AR – Anna Ritch; GS – Gwen Simpson; AD – Andrew Drever; ESk – Ernie Skea; RM – Russ Madge; KF – Karen Foubister

GB welcomed everyone to the meeting.

1. Apologies

Apologies were received from Vicky Gibson.

Members also noted apologies from Cheryl Rafferty of the OIC Active Schools team, who had hoped to attend the meeting to provide an update and information on after school sports clubs and the schools sports awards programme. It is hoped that Cheryl will be able to attend the next meeting.

2. Approval of Minutes from previous meeting

Minutes of 09.11.2016 were proposed by GB and seconded by ETh.

3. Matters arising from Minutes of previous meeting

There were no items other than those already on the agenda.

4. Parent Council update from Chair

a) St Andrews Primary Capital Project – school extension

GB informed members that various work had been done to show Parent Council support for the capital project - a letter had been sent to local councillors inviting them to visit the school, information had been circulated to raise awareness amongst parents/carers/local community and P6 pupils had made a posted a short video on facebook to show some of the issues within the current building.

AD provided members with an overview of the decision making process within Orkney Islands Council and the following points were noted.

- More information was requested at the Education & Housing meeting on 8th February and this was being collated by P Diamond.

- The additional information along with the proposal would be presented to the Policy & Resources Committee (P&R) at their meeting on 28th February with a request for approval.

- If the proposal is not approved then there would be the opportunity to submit an amendment and overturn the decision. Likewise if it is approved councillors who disagreed could try and overturn the decision.

- The P&R meeting is open to the public to attend and view/listen only.

MT handed out a floor plan and an information sheet showing comparisons of all the proposals and these were discussed. The following points were recorded.

- The existing school facilities are under pressure

- Completion of the new car park has been well received and has made a positive difference

- There is no immediate need to consider increasing the greenbelt footprint as there would still be a sufficient area of greenspace and hard standing once the proposed works were completed. It was noted that, at present, there was no adjacent land for sale.

- The re-location of the trim track would be given careful consideration so as to make best use of space.

5. Fundraising

- **Totals from last term:** a total of over £1,000 had been raised through the raffles and discos held at the end of 2016 and thanks were noted to everyone involved.
- MT updated members on the plans for purchasing iPads and accessories as discussed at the last meeting. The school now proposed to purchase 10 iPads along with a trolley and printer which would cost approximately £3,000 in total. GB confirmed that the current balance of the Parent Council account was £4,000 and members therefore agreed to cover the full cost and approved the purchase of the equipment.
- P7 pupils had written a letter advising that they had rebranded 'Peacemakers' as 'St Andrews Super Sevens' and had decided on new roles for the pupils involved. In order to make the changes which they feel will help children at the school they were requesting financial assistance from the Parent Council in the region of £355 to purchase personalised vests, storage boxes for indoor break packs for each class on wet play days and items to put in the boxes. Members discussed the request and agreed to provide the funds but asked that the P7 class provide a bit more information about what would be in the boxes. Additional points noted were: an appeal could be put out for donations of items such as games/craft materials; generally within the school it would be good to consider having a policy for managing stock/supplies i.e. removing old when new is purchased to make best use of storage space; be mindful of children with learning difficulties when making changes as the introduction of new items/procedures can be unsettling.
- **Ideas/plans for this term:**
 - The Easter Show will be held on Wed 22nd March. MT advised it would be in a different format to previous years with local musicians being invited to take part alongside the pupils. The plan is to have two short concerts on the same night: one from 6-7pm and the next from 7:45 to 8:45pm. The Parent Council agreed to organize two raffles, one to be drawn after each concert, and they will also provide complimentary refreshments for all the performers/volunteers in the break between the concerts.
 - Parents Evenings will be on Tues 28th and Wed 29th March. Members agreed to run a bake sale and a 'win a Giant Easter Egg' raffle on both nights. GB offered to sort the raffle and KS will arrange for a slip to go out to families asking for donations/helpers. **ACTION: GB & KS**
 - MT noted that Comic Relief is on Friday 24th March and pupils/classes will be doing their usual fundraising.

6. School Jigsaw, health and wellbeing programme – Mark Taylor

MT provided members with information about 'JIGSAW' which is a new resource that the school has started using as part of a pilot scheme. It integrates PSHE (Personal, Social, Health and Economic) education, emotional literacy, social skills and spiritual development in a whole-school approach. There are 6 parts to the programme, each runs over a six week period and is taught across all ages from 3 to 11years. MT noted that this was a significant change because to date this area of learning has been limited with sex education not being introduced until children are in P6. Copies of information leaflets were handed out and members also had the opportunity to view the teaching packs for each year group. MT advised that he really wanted to raise awareness of the programme amongst parents/carers and proposed that information could be available in the main hall on parents evening and he could be available to discuss any queries/concerns.

Discussions took place and the following points were noted.

- It is important that parents/carers are made aware of the programme, given the opportunity to ask questions, given advance notice of the class learning for each term so they can be ready to respond to queries from their children, are allowed the opportunity to request that their child does not take part in specific elements of the programme.

- If a request to opt-out was made MT advised that a meeting would be arranged with the parents/carers to talk through their concerns.
- The see-saw learning journey might be a good way for teachers to notify parents when a new part of the programme is to be taught and what it will cover.
- If the school is sending home information to parents/carers which a child may find embarrassing consideration should be given to putting it in a sealed envelope.
- The programme has been provided by the Education Department and other than photocopying there is no cost to the school.
- If leaflets and packs are to be available in the hall on Parents evenings it was felt this area should be supervised. It was also suggested that class teachers could inform parents about the programme and direct them to the hall to look at the information specific to their child's class. A website link could also be made available so parents can look up information from home.
- ACTION: MT** to look at how best to communicate with parents and keep them updated on the progress of the JIGSAW programme.
- ACTION: KS** to add to the agenda for the next meeting which will be before the Parents evenings.

7. Class reps for Parent Council

GB suggested that in the next school year parents/carers from each class should be invited to attend Parent Council meetings to represent their child's class. Members agreed that this was a good idea which would help boost the numbers involved in the Parent Council, although it may be difficult to achieve in practice. RM suggested getting pupils involved in the process as they are best placed to relay information to their parents/carers and encourage them to get involved. It was felt this was a good idea and GB said she would discuss it with the Pupil Council, then feedback at the next meeting. **ACTION: GB (KS to add to agenda for next meeting)**

8. Date of next meeting

The next Parent Council meeting will be held on Wednesday 15th March 2017 at 6:30pm in the school.

9. AOB

ESk noted that Cheryl Rafferty had been due to attend to discuss 'after school clubs' and he asked for clarification as to whether this related to 'wrap around care'. MT and KS advised that discussions would have been related to existing work with sports clubs that take place after school as well as providing information on the school's sports awards programme.

A brief discussion took place regarding the options for providing wrap around care at St Andrews Primary – MT advised that there was no resource within the school to provide this sort of service at present but added that a small pilot scheme was currently being run by Orkney Islands Council within the Nursery department. ESk noted that the school did not necessarily need to provide the service and it would be worth thinking about the option of another professional body organising staff and providing a 'paid for' service within the existing facilities.

No further business was put forward for discussion.

The Chair thanked everyone for attending and the meeting closed at 8:30pm.