

Corstorphine Primary School Parent Council  
*Corstorphine Primary School, High Street, Corstorphine  
Edinburgh, EH12 7SY*

## **Minutes of Parent Council Meeting**

Thursday, 21 January 2016

Present: Billy Samuel (Chair)  
Aleks Tomczyk (Parent Member)  
Bill Halliday (PTA Representative)  
Gillian Farrell (Parent Member)  
Karine Masting (Parent Member)  
Angela Lawson (Parent Member)  
Kirsty Moore (Parent Member)  
Carol Christie (Parent Member)  
Jennifer Ross (Head Teacher)  
Sarah Cavanagh (Staff Representative)

In attendance: Karen Lodomery (Clerk)

1. **Apologies:** Moira McDonald, Jennifer Farrar, Kay Barclay,  
Shona Richardson (Deputy Head Teacher), Cllr. Paul Edie and Elinor Waterston (Treasurer)

2. **Minutes of last Parent Council Meetings (3 December 2015) and Matters Arising**

School Meal Provision. No changes to report. This matter will be discussed at the next meeting.

Parent Council Training Course. Gillian Farrell will attend the forthcoming training course.

Water Temperature. Concern was raised by a parent over the temperature of the water in the toilets. This matter is carefully controlled by the Council, and subject to periodic monitoring. The boiler is set, on a timer, at a specific temperature to deliver warm water at the required temperature to the taps, however the temperature will fall on evenings and weekends. This temperature is set by the Council and anti-bacterial soap is also provided. Another check has been arranged to ensure there are no problems.

Kitchen. Issues with the serving hatch are still outstanding

Street Markings. This matter is still outstanding. The Business Manager is following up the matter.

Boys Toilets. This matter will be discussed further at the next meeting.

The minutes were approved as read.

3. **Items for Discussion**

Homework Policy. A letter will shortly be going out to parents with a summary of the results of the recent parent survey and the resulting new updated homework policy.

Parent Questionnaire. A general questionnaire will shortly be distributed to parents from the Council – this will be taking place every two years from now on. This questionnaire will be requesting views on a

range of matters which will be collated by Council and sent back to the School. Upon receipt of the results, expected by Easter, a subgroup of the Parent Council (with other interested parents from the parent body) will be established to consider any resulting action plans that should form part of the School Quality & Improvement Plan for 2016/17.

DHT Recruitment. Moira and Billy will represent the Parent Council on the interview panel. Possible questions suggested by the Parent Council included ideas on parental involvement, development of the website and the ethos of the School.

Parent Involvement. Parental involvement is very robust in this school. Over the last few years the Parent Council, the PTA, and various sub-groups of the wider parent body have been very active within the School, however there was recognition that a small group of Parents were active in the Parent Council and PTA and that attendance at the Parent Forum (the Parent Council Annual General Meeting) is very low. Mrs Ross noted that the work of the Parent Council is featured in her Head Teacher Bulletins and that this could also be included on the newsfeed on the new website. It was agreed that it would be a good idea to reach out to Parents and identify a list of “willing helpers” for specific Parent Council activities.

Website. Aleks is very impressed with the new website which is currently being audited by the Council. The next stage will be to load the content. The plan is also to tie in the School Twitter with the website. All information will then be available from the one source. The Parent Council agreed that it would help to have a working group of “willing helpers” who would be trained on how to post the information so it is always up-to-date. Volunteers will be requested by a ParentMail, which will be drawn up by Aleks.

#### **4. AOCB**

Christmas Events. A parent had raised an issue that they were disappointed that there was no Christmas event to attend for their child’s year group in the School. The Parent Council recognised the significant effort by staff to prepare and stage activities such as the Nativity, and the logistical impact of the rising school roll. Mrs. Ross noted that an informal class visit may be an option, and agreed to consider this matter for next year. The Community event was not well attended and will not be repeated next year.

Equality and Diversity Training. Billy had received a late notification of a Council-led training course for Parent Council members. The value of such training was recognised but, due to the short notice, no-one was able to attend.

Videoring of School Events. Some parents were concerned that objections from a few parents may be stopping videos of School events. Mrs Ross said this was not happening. The reason for not having a P7 Show DVD was due to technical difficulties.

Sport in School. Concern was raised by some parents that sports provision was not being taken seriously enough within the School. The Parent Council will look into this matter at the next meeting and look into the possibility of establishing a new Sub-group.

Homophobia. A parent raised concern over the use of the word “Gay” as an insult. Mrs. Ross said this was completely unacceptable and would be discussed with pupils.

#### **5. Financial Update.**

Billy provided an update on behalf of Elinor - there was no change in the financial position since the last meeting. The Treasurer also sent a message asking for a volunteer to audit the PTA accounts.

## 6. **Head Teacher's Report** (Mrs. Ross)

**Staffing.** The School is currently looking to recruit a permanent and two temporary positions. There is a shortage of teachers across Scotland and at the last interview session there was an inadequate number of candidates. Further interviews will be held shortly. Interviews for the post of DHT will be held very shortly with Moira and Billy representing the Parent Council.

**Raising Children with Confidence.** Mrs Ross and Mrs. Richardson are both trained in this method and will offer this course again.

### **Nursery Build**

Unfortunately, the plans have had to be revised to meet fire engine access requirements and this has caused a delay. However, the Council is still guaranteeing completion of the build by February 2017.

### **P1 Intake**

Currently 91 P1 catchment pupils have requested places in the coming academic year. This number may change as a number of these children are possible referrals and some families have applied to more than one school. Parent Council members raised concerns regarding the impact of the increasing school roll. Billy noted that he had already flagged this as a concern as part of the Council's budget consultation exercise. This matter will be returned to at a future meeting.

## 7. **Future Agenda Items:**

- School Meal Provision
- Boys toilets
- P1 Roll
- Sport Provision

8. **Date of next meeting:** The next meeting of the Parent council will be held on **Wednesday 23<sup>rd</sup> March** at 7.15pm in the staffroom.

Future Dates:

9 June 2016 (tbc)