

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

Minutes of Parent Council Meeting

Thursday, 19 March 2015

Present: Jennifer Ross (Head Teacher)
Audrey McColl (Chair)
Billy Samuel (Deputy Chair)
Kay Barclay (Parent Member)
Aleks Tomczyk (Parent Member)
Shona Richardson (Staff Rep.)
Jennifer Farrar (Parent Member)
Kirsty Muir (Parent Member)
Carol Christie (Parent Member)
Elinor Waterston (Treasurer)
Bill Halliday (PTA Representative)
Gillian Farrell (Parent Member)
Lesley Mason (Parent Member)

In attendance: Karen Ladomery (Clerk)

1. **Apologies:** Karine Masting, Moira McDonald and Sarah Cavanagh
2. **Minutes of last Parent Council Meetings (22 January 2015) and Matters Arising**

Bank Signatories. These have not yet been changed.

Internet Connection. This matter was brought to the attention of the Council.

Flavoured Milk. The Chair has written to the parent who raised this matter, informing them that the quality of lunches is being monitored.

Parentmail. The Parent Council has written to the parent who raised this concern. Carol has met with the Business Manager and new procedures are now in place.

Community Use of Playground. Billy wrote to Gilly re approval of community use of playground.

The minutes were approved as read.

3. **Updates from Parent Council sub-groups**

Grounds Development. An update from Gilly Herbert was sent to members of the Parent Council. All the funds for this project are administered by the PTA. When the Nursery Working Group is set up, it would be advisable to have a member of the Grounds Development group included, as previously agreed.

The forthcoming Easter Fair will be an important source of fundraising for the Grounds Development. The Royal Bank of Scotland will match funds raised. Mrs Ross is hoping this will not be affected by the

restraints in place due to the current vomiting bug in the School. At the present time, there are no visits allowed into or out with the School.

The West Neighbourhood Grant Partnership was submitted today and it is thought to be a strong application.

Parents Focus Group.

A draft Life Skills policy has been drawn up for discussion with the Staff. Discussions with parents will take place after the Easter holidays.

School Policy Group.

A number of parents have met with Mrs. Ross to discuss the homework policy. Opinions are very varied on this topic. A survey is being prepared with questions for the parent forum and the results will be carefully analysed. There will also be a questionnaire for pupils.

4. Financial Update.

The bank balance currently stands at £2,671. The account signatures still need to be changed. Andy's name will be changed to Elinor's. Billy and Gillian will be the other 2 signatories.

5. Head Teacher's Report (Mrs. Ross)

Nursery. There are no updates on the Nursery situation. The new Nursery is scheduled to be completed at Easter 2016. Mrs. Ross will contact the Council for a new update.

Library Garden. Unfortunately, due to the difficulties and cost of transport, the School will no longer continue to keep the allotment at Craigies Farm. It has been a fantastic experience and the School is very keen to maintain an on-going relationship with the farm. The P3's will visit as part of the Food and Farming project. The good news, however, is that Corstorphine Library has offered the School the use of the library garden to cultivate as desired – either as a garden or an allotment.

Sickness Bug. The School has a current outbreak of a sickness bug which has affected many pupils and staff. The Public Health Department is liaising with the School and providing help and information. For the time being, there are no school trips or visits into the School.

“Smart Start”. Unfortunately this initiative (which has been very popular with parents and pupils) will have to be discontinued after the summer holidays. It was initially devised 2 years ago to help organise the entry of pupils into the School through a limited number of doors during the building of the extension. Since the completion of the extension there are now more entry doors so this problem is no longer relevant. “Smart Start” impacts on teacher preparation time and makes it difficult for teachers to liaise with the Pupil Support Assistants before the start of the School day. After the summer holidays, the School will revert back to having lines and will provide one Pupil Support Assistant in the playground from 8.40am. On bad weather days, the doors will open at 8.40am and pupils can assemble in the Hall. Parents will be advised of the new arrangements and it is agreed that implementing the change at the start of the new school year would give parents sufficient opportunity to put alternative arrangements in place.

Book Week. The Book Week (Mr. Wuffles) has been a great success for staff, parents and pupils. Mrs. Ross thanked Jennifer Farrar for all her help in organising this event. Jennifer is also writing various articles on the project for a number of educational publications. The whole atmosphere of the School was a very positive one during the whole week which focussed on highlighting creativity and introducing staff and pupils to creativity skills (as highlighted in the LTS Creativity Impact Report).

The School will now move forward and build on these new skills. One new initiative is to pilot a weekly “Creativity Time” which will replace “Golden Time”. This new Creativity Time will build on the learning that has taken place in the classroom over the week. Other initiatives in next year’s Improvement Plan will focus on building in creativity at lesson level.

6. **AOB**

Street Markings. There are still a number of parents who continue stopping on the yellow lines outside the School. The lines are now quite faded and the School will request that they be re-painted and ask for an increased presence by the Community Police.

West Edinburgh Meeting. Billy attended the last meeting in February. One issue raised was the responses to the term date consultation process. The Children and Families department has issued a survey to connect with parents and encourage issues of concern to be raised. In response to a request for information on any property or facilities issues currently impacting on schools, Billy raised the following issues: lack of internet connection in the nursery, the temporary ramp at the side of the School and the drains in the playground. Subsequently Billy also raised concerns in relation to the condition of the boys toilets and the design of the serving hatch in the canteen.

School Lunches. The Children and Families department are very keen to receive feedback on the quality of school lunches. Members of the Parent Council have undertaken some initial fact finding and will consider how best to gather wider feedback from parents. Mrs Ross suggested inviting the Manager of catering to a future meeting of the Parent Council to discuss any observations in the first instance.

7. **Future Agenda Items:**

- Update from Parent Focus Group
- Grounds Development
- Homework Policy
- School Lunches

8. **Date of next meeting:** The next meeting of the Parent Council was scheduled to be held on 18 June. This date will be changed and Parent Council members will be notified when the new date is finalised.