

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

**Minutes of Parent Council Meeting**

11 May 2016

Present: Billy Samuel (Chair)  
Gillian Farrell (Parent Member)  
Karine Masting (Parent Member)  
Jennifer Ross (Head Teacher)  
Sarah Cavanagh (Staff Representative)  
Moira McDonald (Community Rep)  
Elizabeth Gillies (Deputy Head Teacher)  
Cllr. Paul Edie  
Elinor Waterston (Treasurer)

In attendance: Karen Ladomery (Clerk)  
Neil Russell (Active Schools Co-ordinator)

1. **Apologies:** Kirsty Moore; Shona Richardson; Susan Murray; Aleks Tomczyk;  
Angela Lawson; Carol Christie; Kay Barclay; Bill Halliday; Jen Farrar

2. **Minutes of last Parent Council Meetings (21 January 2015) and Matters Arising**

Parent Council Training Course. Gillian Farrell has now completed the recruitment course and Angela Lawson will attend the next training course after the summer.

The minutes were approved as read.

3. **Discussion on Sport – with the Active Schools Coordinator (Neil Russell)**

Neil began by explaining his role as Active Schools Coordinator for the Craigmount Cluster. This is an after-schools project whose main aim is to give children the opportunity to get more active. Neil frequently liaises with Sarah Cavanagh, who is the Sports Coordinator at Corstorphine Primary School.

There was a general discussion covering the administration of sport clubs, participation ethos and sport in school:

- Neil referred to a document that had been prepared by members of the Parent Council and shared with him ahead of the meeting, to support future volunteers and aid the smooth transition from one year to another. Neil commented that he was very impressed with the output.
- Neil explained that his role does not cover sport within the school curriculum, that being a matter for the School.
- Neil can arrange coaching help and first aid courses for new volunteers and can arrange taster session coaches to visit the school.
- The biggest challenge in general is the difficulty in finding volunteers. The reasons for this are mainly working parents, and the lack of volunteer coaches (most coaches are now professionally trained).
- Corstorphine has a very active sports programme and enters nearly all competitions. All activities are open to both girls and boys. Girls do, however, tend to join their own teams.

- Parents have also raised questions about general fitness of pupils, with some observations in relation to activities included within PE. Next year the School will be obligated to provide two hours of PE weekly. Mrs Ross would like to establish a Parent Focus group to look into the development of the PE programme; this will be included in the School Improvement Plan. Ideally this sub-group will be set up before the summer holidays.

Moira volunteered to run the cycling proficiency programme, following the departure of Mr. Campbell.

#### **4. Items for Discussion**

Parent Questionnaire. Mrs. Ross would like to establish a sub-group of the Parent Council (with other interested parents) to meet with her and devise an action plan which is to be included in this year's School Improvement Plan. Gillian and Karine volunteered to be part of this group and a meeting will be arranged for next week. It is hoped that recommendations can be drawn up by the end of term.

#### **5. AOCB**

The Chair (Billy Samuel) has been appointed as the North West Locality Primary School Representative, and will attend the Consultative Committee with Parents (CCwP), going forward.

The Parent Council recognised the invaluable support of the School Business Manager and Administrative Assistants. Given overall financial pressures highlighted in the recent Council budget consultation, there was a concern raised as to the impact of any further reduction in support. The planned introduction of on-line payment facilities later in the year would help, but not necessarily offset any reduction. The Parent Council will continue to take a close interest in developments.

#### **6. Financial Update.**

The Treasurer informed the meeting that the invoice for Mr Wuffles has not yet been received.

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

Maintenance Issues. The problems with the ceiling tiles on the Extension occurred on the same day as maintenance issues closed schools across Edinburgh, but they were not related. The problem was very quickly fixed. Further work will take place during the summer holidays on the external roof tiles. A surveyor is currently looking into why these problems occurred.

School Lunches – Portion Size. The Pupil Council has raised the matter of the size of meal portions. The portions are not large enough according to older pupils. A representative from another Primary School also raised this point at the North West Locality Meeting, and it is to be raised at CCwP.

Staffing. The Parent Council welcomed the new DHT, Elizabeth Gillies, to the meeting. The Pupil Council was involved with the Parent Council in the selection process and Moira expressed how impressed she was with their participation.

No major staffing issues are anticipated for the coming year.

Composite Classes. A number of parents have raised concern over the current P2 girls in the composite class becoming too insular and not integrating with the other P2 pupils. Mrs Ross will look into how more integrated activities can be organised in the coming year.

Nursery Build . The Project Team met recently and the project is now in the planning stages. Entry is still set for February 2017. The work on the playground will commence after completion of the nursery build.

P1 Intake. There are currently 86 applications for P1 places. Provisionally, there will be 3 classes – 2 of 25 each, and 1 team teaching class. Following a survey by the Council following revised national guidance on classroom space and provision of General Purpose (GP) space, it is anticipated that the number of classes will increase from 18 to 19 in the coming year. There will be a feasibility study in May to look into the possibility of building into the upper storey of the Extension. The Parent Council expressed concerns over the reduction of GP space – the music and art room is being changed into a class room. Mrs Ross noted that the ethos of the School may change as it will no longer be possible to all meet together in once space; lunches and playtime will also need to be staggered.

**8. Future Agenda Items:**

- Parent Questionnaire
- P1 Intake

**9. Date of next meeting:** The next meeting of the Parent Council will be held on 9 June at 7.15pm in the staffroom.

Future Dates:

9 June 2016