

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

Minutes of Parent Forum

Thursday, 8 October 2015

Present: Audrey McColl (Chair)
Billy Samuel (Vice Chair)
Elinor Waterston (Treasurer)
Aleks Tomczyk
Carol Christie
Gillian Farrell
Jennifer Farrar

Gilly Herbert
Aiman Aslam

Jennifer Ross
Shona Richardson
Moira McDonald

1. **Apologies:** Cllr. P Edie, Bill Halliday, Karine Masting, Karen Lodomery (Clerk)

2. **Introduction**

Audrey McColl welcomed those in attendance and opened the meeting by providing an overview of the “Parent Forum”, which is both the collective term for all parents of children at the school, and the Annual General Meeting of the Parent Council. Audrey also outlined the key differences and important distinct role of the Parent Council and the Parent Teacher Association.

Audrey then introduced examples of Parent Council initiatives from the 2014/15 session, which the Parent Council had aligned to the School Quality Improvement Plan:

3. **Homework Policy**

Gillian Farrell provided an overview the Parent Council input to the school Homework Policy. One of the key areas of focus for the school Parent Council is to provide input to the ongoing review of school policies. Gillian thanked the members of the Parent Council-led working group that had devised the questions and approach to seeking parental views for the review of the school Homework Policy. There had been an excellent response to the resulting online survey, with analysis of results recently completed and shared with Mrs. Ross.

4. **“Mr Wuffles” week**

Jennifer Farrar provided an overview of how the Parent Council had supported the school’s efforts to consider the role of creativity in education, through financial support (£1,000) to purchase resources required for “Mr Wuffles Week”. This was a week-long, “whole of school” (and Nursery!) activity, where pupils had no homework, no school uniform, a “blank canvas” and lots of books.

Mrs. Ross noted that this had been a great learning activity for pupils, with learnings taken forward into “Creative Hub” as a replacement to Golden Time. Furthermore, the exercise had gained positive recognition in external publications and events.

5. Facilities / Nursery Build

Billy Samuel provided an over view of interactions between the Parent Council and City Of Edinburgh Council (“CEC”).

Billy represents the Corstorphine Primary School Parent Council at c. quarterly meetings of the West Edinburgh Neighbourhood. These meetings are chaired by Children & Families Department of CEC, and attended by a Parent Council representative for each Primary and Secondary school in the area. A Head Teacher representative from on Primary and one Secondary school also attends.

Meetings are an opportunity for Children & Families Department to share news and insights, as well as offering an opportunity for Parent Council reps to raise individual issues or to discuss areas of common interest or concern. If there are any issues of common interest, these can be escalated to the “CCwP” (Consultative Committee with Parents), which is a formal CEC meeting. Each Neighbourhood grouping elects 2 representatives to attend the CCwP.

Billy gave an overview of issues that had been raised on behalf of Corstorphine Primary School, including replacement dining tables, turning the temporary access ramp at the west of the building into a permanent access ramp, the condition of the boy’s toilets, review of school meal provision and preparations for the development of the new Nursery building.

As there is an interaction between the new Nursery build and the wider initiative on Grounds Development, the Parent Council welcomed Gilly Herbert from “Project Play” to provide an overview of their efforts to date.

8. “Project Play”

Gilly thanked the Parent Council for inviting her to present to the Parent Forum. Gilly provided an overview of fundraising to date, expected funds to come from forthcoming events, the current fundraising target and ongoing initiatives to raise required funds.

Gilly gave an informative presentation on the current plans for the playground design and the projected timings for the completion of design and build activities.

9. Key initiatives – 2015/16:

Billy provided an overview of key initiatives for 2015/16, which will continue to be aligned with the School Quality Improvement Plan. For example, Nursery build, skills for work & learning, and school meal provision.

Billy also provided an overview of the National Improvement Framework for Scottish Education, that had recently been issued in draft by the Scottish Government.

10. Approval of Parent Council Accounts 2014/15

Elinor Waterston provided an overview of the funding arrangements for Parent Councils. The Parent Council does not undertake fundraising, and recognises the excellent efforts of the Parent Teacher Association in this regard. The Parent Council is instead centrally funded, with an allocation for clerking fees, a “per capita” allocation based on pupil numbers and a fixed nominal sum for communications.

Elinor presented the Parent Council Accounts for 2014/15. Elinor noted that at the previous Parent Council meeting that available funds in the Parent Council account had been allocated to support Project Play. The accounts had been signed off by the Auditor (Andy Goodman), and were approved unanimously by the Parent Forum.

11. Election of Parent Council Members

Audrey confirmed that, in line with the Constitution, she was now required to stand down as Chair, having spent 2 years as Chair and over 4 years on Parent Council. Mrs. Ross thanked Audrey for her support and leadership of the Parent Council.

Billy Samuel was elected as Chair. In line with the Constitution, as Billy has already served 4 years on the Parent Council, he can serve 2 further annual terms as Chair (re-election required at the end of his first term).

There were no volunteers for Vice Chair. This position remains vacant.

Having served their first 2 year term, Gillian Farrell, Jennifer Farrar and Karine Masting were unanimously re-elected for a further 2 year term.

No existing members of the Parent Council intimated a wish to stand down.

Andy Goodman was unanimously re-appointed as Auditor.

Audrey advised that she had had one nomination for a new member – Angela Lawson ; who was unanimously elected.

6 vacancies remain on the Parent Council.

12. AOB

It was noted that once the new School Website is launched that the Parent Council would need to update their pages. The Parent Council would welcome the support of any parent with skills in this area.

There were no other matters raised, and therefore the meeting was closed.