

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

Minutes of the AGM of the Parent Forum

Wednesday, 28 September 2016

The meeting of the Parent Forum was attended by 7 members of the Parent Forum and 7 members of the Parent Council.

In attendance: Karen Lodomery (Clerk); Lucy Henderson; Sarah Cavanagh.

Welcome by Billy Samuel (Chair)

The Chair introduced the new Acting Head Teacher, Mrs Lucy Henderson, to the Parent Forum. Mrs Henderson just started in the School on Monday and informed the meeting that she was very much looking forward to getting to know the parents and children of the School. This meeting would be an excellent introduction for her to the work of the Parent Council and any issues of concern within the School.

Introduction (Chair)

The Chair explained that the Parent Forum AGM is for all parents of the School. The Parent Council is the Parent voice and provides two-way communication between parents and the School. Meetings often deal with matters relating to policy and the School ethos, along with other day to day matters. The Parent Council is not involved in fundraising; there is a separate PTA in the School. Parents were encouraged to consider joining the Parent Council. Although parents with specific skills are welcomed for their input in detailed discussions, all parents are qualified and very welcome to join the Parent Council. It is not a big commitment; usually there are 6 meetings per session. Parents are also welcome to get involved in particular topics, e.g. to support a Parent Council sub-group, without the requirement to formally join the Parent Council.

The Parent Council has 16 parent places, with the option for co-opted members from the wider community and a representative from the PTA also attending. The Chair represents the School at the North West Locality Group (consisting of the Parent Council chairs for the 33 Primary Schools and 8 High Schools in the area) and has also been elected to attend the Consultative Committee with Parents (CCwP) meetings as the Primary School representative for the North West Locality – this is a formal City of Edinburgh Council meeting.

Annual Review of the Parent Council (Gillian Farrell, Parent Member)

Gillian explained the important role of the Parent Council as the voice of parents, in partnership with School. It is really important to be informed and pro-active within the School. The Parent Council has been involved in reviewing the following matters:

- Implementation of Homework Survey findings;
- Research into the quality and supply of School meals;
- School Football Guidelines;
- Sub-group on sport in school;
- School Maintenance issues, e.g. the boy's toilets
- Discussed and provided solutions for ongoing issues, e.g. the lack of outdoor space;
- Learnt about bigger issues such as raising attainment, the "1+2" approach to Modern Languages, Rising Rolls, etc.

The Parent Council Chair has also supported the recruitment of the Deputy Head and the Acting Head Teacher.

Key Initiatives of 2016-17 (Chair)

The Parent Council is expecting to be involved in the following matters over the coming year:

- Follow-up to Parent Questionnaire - will continue to work on this, especially the topic of communication between parents and the School;
- On-going support in within the School – PE provision, Clubs, etc;
- Website – the Parent Council urgently needs someone to take charge of managing the website and keeping it up-to-date;
- Discussion on topics relating to Education/National issues (e.g. the 1 in 5 Agenda);
- Maintenance and Building Work: boy's toilets, Grounds Development, nursery build and Lantern Wing works.

Architect drawings of the proposed changes to the Lantern Wing and the configuration of 2 new classrooms were available for parents to view at the meeting.

Approval of Accounts (Elinor Waterston, Treasurer)

The Parent Council is awarded a sum of money from the Council each year, dependant on the School roll. The balance of this money is typically donated to the School. In the previous year, the sum of £1,600 was donated to Project Play. This year we have £768 of available funds.

It was agreed that the Auditor, Andy Goodman, should continue in the role. Andy is a former Parent Council member and the meeting expressed its thanks to him for his on-going help.

Constitution (Chair)

When the Constitution was reviewed 2 years ago, it was decided not to amend the limitation that parent members should only be able to serve for 2 terms. However, parent member numbers are falling and the Parent Council cannot afford to lose members who are willing to continue in post. The Chair had consulted with other Parent Council chairs, who advised that they did not have this restriction. The Chair put forward the proposal to lift these restrictions so that members could continue to serve for an indefinite number of terms, if elected to do so. This was approved unanimously by the Parent Forum.

Election of new members

The following five members of the Parent Council were re-elected, as required by the Constitution: Billy Samuel (Chair), Aleks Tomczyk, Elinor Waterston (Treasurer), Kay Barclay and Kirsty Moore.

This now means that there are now currently 7 vacancies on the Parent Council. Four parents volunteered to join the Parent Council: Gilly Herbert, Tracy Lees, Sarah Campbell and Susan McVey. They were approved unanimously by the Parent Forum.

The post of Vice-Chair was unfilled.

AOCB

Parking. The problem of parking around the School was raised. Parents are not respecting the double yellow lines, etc. This matter has been raised many times at local level, and there are now additional Traffic Wardens on duty in this area at the beginning and end of the school day. This matter is a very important one, and it will be discussed further at the next meeting of the Parent Council.

Closing Address (Chair)

The Chair thanked members of the Parent Council for all their work in support of the School over the past year.

Date of next meeting: The next meeting of the Parent Council will be on 16 November 2016 at 7.15pm in the staffroom.