



Burrelton Primary School, School Road, Burrelton PH13 9NZ  
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## **Parent Council Meeting Minutes** **Wednesday 18<sup>th</sup> November 20, 7:30pm**

**Attendees:** Lee McGuigan (LMcG), Jillian McGuigan (JM), Ashley Elliott (AE), Linsey Knox (LK), Kirsten Taylor (KT) Sarah Isles (SI), Lynne Binnie (LB), Merle Boyd (MB), Fiona Shinohara (FS), Angela Thomson (AT), Fiona Glass (FG) & Councillor Colin Stewart (CS)

### **Apologies:**

### **Minutes from Previous Meeting:**

The minutes from the previous meeting were circulated prior to this meeting with no amendments required.

### **Agreement of Post Holders**

Class Reps –  
P1/2 –Merle Boyd  
P3/4 – Kirsten Taylor  
P5/6 –  
P6/7 –

Class representatives are still required for P5/6 and P6/7. LB will post a request to the Facebook page asking if anyone would like to fill the above vacant positions.

### **Finance Update:**

Balance in the Parent Council account of £2947.91 as at 18/11/20. Petty cash - £42.65

There are no outstanding payments or business.

The garden sun canopy has been purchased by Lewis Knox. It was decided to wait until the better weather to fit this to avoid damage to the canopy. This can be discussed at the next meeting in January.

MB and LMcG are still in the process of finalising the handover of bank mandates/information to allow MB to fully take over position as treasurer.

AT Thomson thanked the Parent Council for the recent donation of £600 which was used to purchase reading books for pupils and Twinkl subscriptions for the teaching staff.

FS raised the question to CS again about the possibility of PKC funding teaching subscriptions. There seems to be some uncertainty as to whether this is a viable possibility due to institutions not being allowed to choose their own subscriptions etc. CS will enquire again for the next meeting.

AT advised that they were still looking to have the playground marking refreshed and the fence repaired but that this will most likely better tackled in the New Year. Funding has been allocated for playground markings.

AT raised the possibility of a Perth Theatre Panto for the pupils. This will be delivered via Zoom and watched in children’s individual class groups. PKC have agreed, providing certain security measures are observed. It was agreed that this would be a lovely treat for the children after a very testing year. The cost of £3 per ticket will be covered by the parent council. This was proposed by KT and seconded by FS.

**Headteacher Update:**

Staffing		<ul style="list-style-type: none"> <li>All staff present</li> </ul>
School Budget		<ul style="list-style-type: none"> <li>School Fund – £3624.75 as of 18.11.20. £2050.36 of this is committed to various projects e.g. Science Grant, Living Communities Grant, Poppy Scotland. £1500 allocation to fundraising for playground markings. Approx. £75 remaining in school fund.</li> <li>DSM - £1500 remaining in supply (for timesheets paid up to the end of September). Supply teachers are approx. £200 per day.</li> <li>PEF - £8224 &amp; £1325 of was allocated for this financial year. This has been fully committed through extending PSA staff hours and Pupil Support staff.</li> </ul>
Diary dates		<ul style="list-style-type: none"> <li>11.12.20 – Dress down/hamper donation day</li> <li>15.12.20 – Oh Yes We Are – Digital Panto</li> <li>18.12.20 – Christmas lunch &amp; Christmas jumper day</li> <li>07.01.21 – Start of Term 3</li> </ul>
School Improvement Plan		<ul style="list-style-type: none"> <li>Digital Technology – Uploading a variety of new apps to the ipads for pupil use.</li> <li>Health &amp; Wellbeing – continued focus on mental wellbeing, outdoor learning and ensuring all pupils are in the correct place to learn.</li> <li>Writing – a continued focus on the presentation of general work in jotters.</li> <li>School Vision, Values &amp; Aims – this is revised on a weekly basis</li> </ul>

Principal Teacher Report		<ul style="list-style-type: none"> <li>• Rights Respecting Schools – Weekly meet with support staff. Renewed focus on pupil support within the playground.</li> <li>• Still aiming towards the Gold Award but visitors to the school to assess will not currently be allowed during Covid restrictions.</li> <li>• Skills lost or forgotten during lockdown are coming back to the pupils and staff have noticed a marked improvement in the past couple of weeks. Engagement, good manners and turn taking are some of the positive behaviours observed recently.</li> </ul>
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### **School Garden Progress**

As noted in the finance report, the sun canopy has been purchased and Lewis Knox is happy to fit this when it is suitable.

Similarly, the fence will most likely be repaired in the New Year when movement for visitors around the school is less restricted re. Covid.

### **School bags & indoor footwear**

Many parents across the school community have expressed concern and frustration at the children not being able to bring school bags due to Covid restrictions. This was discussed at some length with a couple of ideas being put forward. Both AT & FG said the main issue was lack of space within the school. AT said she would consider the idea of allowing pupils to put their school bags within a plastic bag which would then remain within school, allowing some control over potential contamination. AT said that having a change of indoor shoes was a sensible suggestion, especially as we approach the winter months.

### **Fundraising during Covid**

FS & LB voiced concerns over the lack of funding that can take place during enforced Covid restrictions, including the Tier 3 status of the local area. The consensus was that everyone was very keen to do anything possible within current guidelines. LB proposed an online auction. LK discussed the possibility of an event through zoom e.g. a gin evening or pamper night. SI proposed selling crafts made by the children. AT proposed a dress down day where the children bring in a luxury food item for a Christmas hamper which could be raffled off. This proposal will go ahead on 11.12.20 and MB will set up a Just Giving page in order to safely collect money whilst observing social distancing. LB/FS will look at setting up a virtual raffle ticket system on Facebook or similar.

### **Any Other Business**

- CS advised that the proposals for a puffin crossing situated near School Road will go ahead in the New Year. In the meantime, if anyone would like to discuss the placement of the crossing

or any other matters pertaining to the erection of the crossing, please do not hesitate to contact CS and he can set up a video meeting.

- AT & FG advised that despite the pupils missing out on the usual festive activities, every measure is being taken to ensure the children are still engaging with these where at all possible. FG said that her class were already very excited to be planning class decoration for Christmas and was aware of several smaller activities taking place within class 'bubbles'.
- Dates for future meetings were arranged as follows –
  - 13<sup>th</sup> January 21
  - 17<sup>th</sup> March 21
  - 19<sup>th</sup> May 21