

## **Robert Owen Memorial Primary**

### **Minutes of the Parent Council meeting held on 25<sup>th</sup> March 2024 at 19:30 in the School staff room**

#### *Present*

Mrs Ross, Mrs Allan, Nicola Wilson, Lorraine Dick, Erica Ballie, Catriona Murdoch, Laura Black Chair, Vicky Epton, Gemma Good, Vicky Wilson Day, Suzanne Barrie, Bronwen Aidoo, Fraser Dickson, Claire Frood.

#### *Apologies*

Kathryn Gartshore, Gareth Brown, Fiona Barr, Erin Barrie, Anne Coubrough, Mrs Bradshaw

#### **Approval of previous minutes**

Proposed Nicola Wilson, Seconded Loraine Dick

#### **Finance update**

Bank balance unchanged as no payments this month. £1441.18

#### **Parent Council Business**

##### **Tea Towel Fundraiser**

Suzanne had contacted the company that does the School Christmas cards and they will also do tea towels. They can do up to 300 images on a tea towel. The meeting felt it might be better to do it in batches of Nursery, P1-3, P4-6 and possibly P 7 The ideas discussed was for each child to do a self portrait and then turn this into a digital image with the child's first name and then see how many people would be interested in the tea towels The cost decreases with the number of tea towels ordered with the minimum order number being 50 tea towels with the Price being £3.59 for one colour and the company finalizing the layout once they receive the digital images. The cheapest option would be 200 tea towels of the same picture for £2:45. The meeting suggested this was considered by a sub committee to coordinate it. The company will take 10 days from time order placed. It was considered that they P7 might want to have one as a keepsake and then the rest of the school can be split as agreed by the sub-committee. If paid for by parents through parent pay then the money would remain in the school account and they could then use it as agreed by parent council.

The sub-committee volunteers were Vicky Epton, Vicky Day, Gemma Good and Suzanne Barrie who would feedback on progress at next meeting re how the school would be grouped and prices and it is hoped this would be done before the summer.

## **Summer Treat**

Three options were investigated and were discussed by the meeting.

*Clubbercise.* There was only one date available May 28 and it would be a time slot of 10am -2 pm for the whole school and would cost 100 pounds. The meeting felt this would be tight to fit all the classes in in 4 hours including over break and lunch time.

*Story telling* Mary Hughes has agreed she could do story telling but does have some holidays booked. The provision of pizza by the pizza oven would not be practical to feed the whole school and there are not sufficient staff that are confident with using the fire pit. But other treats could be considered

### *Silent Discos*

Quote for 100 headsets if doing in zones would be £260. This included drop off and pick up to the school. The meeting felt this would be the better option although more expensive but there was not a Christmas Treat this year. The school felt the best date would be 14<sup>th</sup> of June and minimum of 60 headset should be used as biggest year group is 48 with few extras for any issues. Bronwen Aidoo will arrange a final quote for this. Treat can be arranged at next meeting but ice lollies would be suitable especially if Catriona Murdoch can arrange loan of large cooler box to store them in. School will arrange a time table for all classes and the nursery. Details to be finalized at next meeting or by email closer to the event.

## **P1 and P7 gifts**

### *P1 Gifts*

The PE t shirt has been agreed as part of the PE day uniform and the smaller sizes are £7 The meeting agreed that we will give the P1 a PE shirt in Purple and this will be ordered from ALJ

### *P7 Gifts*

The usual gift has been a tie and the High school has consulted on Uniform with the option of not having to wear a tie but Ties still be optional. The other option would be to supply P7 with a house t shirt for high school but this may be more complex to establish who is in which house and sizes within timescale. The meeting agreed to provide a tie for the high school the P7 will be attending. The school will arrange a list of schools and numbers to allow parent council to give out the ties at the Gala evening.

## **Newsletter**

Laura advised she will draft a newsletter to put out as we have not done one this session. We can then put another one out after the AGM.

## **AGM and constitution**

The AGM will be the next meeting and we are still looking for people to volunteer for the following roles: Chair, Treasurer, Lets Secretary. Laura will continue if no one volunteers for the role, and Gareth is prepared to support the new treasurer for the next year. Claire Frood is prepared to remain as Vice Chair and Bronwen Aidoo to remain as Secretary.

Laura also advised that any parent may join the parent council but voting rights are limited to a maximum of 25 people. At present there are 17 voting members. Can you please advise Laura if you want to remain on the voting list.

### *Constitution*

The meeting discussed the constitution and agreed that it would be prudent to change so wording. This would benefit the parent council. Notice to change the constitution needs to be given at least two weeks prior to the AGM and circulated for the whole parent body to be aware.

The meeting agreed to change the wording and number specified for the the minimum number of meetings, in a year. The number 6 would be removed and the clause for a meeting to at least once each school term will be kept. This will then allow for meetings as required. It was agreed that sub-committees can be used, and meetings can be planned to coordinate events. The meetings could still be held on Zoom in the winter months and could be spread across days and times to accommodate parents.

The meeting agreed to change the AGM from May to September to include the new sessions parents. This will mean that the AGM this year will take place in May and run to September 2025 and the next AGM will then take place then.

Laura will draft the changes in the constitution and circulate to the parent council and arrange circulation to the wider parent body with notice for the AGM so that it can be agreed at the AGM unless any concerns are raised.

The AGM will take place on 23<sup>rd</sup> of May 2024 at 7pm in the school staff room.

## **School Business**

### **Term update**

Mrs Ross shared events in the school since January and provided updates that the uniform survey results and feedback was shared in the sway and there is a noticeable improvement across the school and PE days are still a work in progress. There has been consultation with the children regarding the Vision, Value, Aims and Motto and these have been placed around the school and the children are using them with in school.

Curriculum Rationale has been discussed with school staff and older pupils and gives the reason behind the curriculum and focused on the opportunities for personal achievement, Interdisciplinary learning, Ethos and the life of the school. It aims to meet the needs of the learners and is a progressive document.

The relationship pathway was highlighted and this has been shared on the usual communication channels with parents. It aims to reward positive behaviour and has a code of conduct for the child and the adults. The pathway is still a work in progress and communication regarding the pathway, between the school and home is an aspect to be developed.

Mrs Ross highlighted that the best way to be in touch with the school is to email the office so they can direct the email to the most suitable person to answer it. During Covid the teachers accessed email more often, but now, the office will be the most appropriate way to get any issue resolved.

Mrs Ross thanked the parent council for assisting with the parents evening by offering refreshments. One member of the meeting advised that they had had a late appointment as a previous parent had taken up two slots and the senior leadership team was not aware of this. This will be monitored at the next parent evening.

Mrs Ross highlighted that His Majesties Inspectors of Education will be visiting the school from the 15<sup>th</sup> of April 2024 and was grateful to those who responded to the survey and agreed to take part in the discussions with the inspectors.

Mrs Ross also thanked Parent council for the support in her first term and advised she has been made welcome and feels settled in the school. She advised it is welcoming with a sense of community, inclusion and it is a nice place to be.

### **Active Agenda**

No active agenda items received.

Meeting closed. 20:55

Next meeting AGM on 23<sup>rd</sup> May 2024 at 7pm in staff room.

Recorded by Bronwen Aidoo.