

RDM Parent Council  
General Meeting Minutes  
Thursday 22<sup>nd</sup> March 2018

### **Present**

Wendy Reid (Chair), Claire MacFarlane (Vice-Chair), Angela Thomson (Treasurer), Kay Bisset (acting Secretary), Lynne Lambert (Head Teacher), Sarah Burke (Acting Deputy Head), Lisa Marshall (Principle Teacher), Sandra Johnston (Parent & Family Learning Co-ordinator), Erin Paterson, Michelle Jamieson, Lorna Dempsey, Kirsten Williams, Irene Robertson, Louise Walsh, Maram Hassan

### **Apologies**

Sam Wells, Shona Campopiano, Margo Latham, Fiona Coyle, Kerry Smith, Vikki Ritchie, Roxy Clark

### **Minutes from last meeting**

No amendments

### **Parent & Family Learning Programmes**

The Parent Council welcomed Sandra Johnston who is the co-ordinator for the Incredible Years and Strengthening Families programmes run by Perth & Kinross council.

Incredible Years is a programme that supports all parents with child behaviour from the age of 2 to 8 years old. It is a 15 week course that runs once a week for 2 hours. This is an opportunity to meet other families and support each other in a friendly relaxed environment; this course is for parents only. Refreshments and crèche facilities are provided and a taxi service may also be provided but will depend on the needs of the individual. The next course is 27<sup>th</sup> August – 21<sup>st</sup> December running at the following locations:

Monday's – North Inch Community Campus – morning

Tuesday's – Balhousie School – morning

Tuesday's – Kinross High School - morning

Wednesday's – Glenearn Community Campus – afternoon

Wednesday's – North Inch Community Campus – evening

Wednesday's – Alyth Primary School – morning

Thursday's – Letham Primary School – morning

Thursday's – Pitlochry High School – morning

Friday's – Royal Douglas Memorial Primary School – morning

Friday's – Community School of Auchterarder – morning

Information & Applications can be found on Perth and Kinross Council website at:  
<http://www.pkc.gov.uk/incredible-years>

Strengthening Families is a programme run to support parents and children through the transition of becoming a teenager and is for 10 to 11 year olds (P6 & P7). This is a 7 week programme meeting once a week for 2.5 hours in the evening from 17.00 – 19.30. This course looks at hormonal behaviours, transition to high school, peer pressure and communication throughout the course. The parents and children split into groups for the first hour and come back together for dinner, which is provided as part of the course. The final hour consists of the parents and children being brought back together. Parents and children will interact in the groups by using DVD's, discussions, games and other activities. A crèche is provided for younger siblings. A taxi service may also be provided but will depend on the needs of the individuals. Next course starts 24<sup>th</sup> April – 5<sup>th</sup> June 2018

Tuesday's – Strathearn Community Campus

Wednesday's – Glenearn Community Campus

Wednesday's Community School of Auchterarder

Thursday's – Balhousie Primary School – Polish facilitator

Information & Applications can be found on Perth and Kinross Council website at:  
<http://www.pkc.gov.uk/strengtheningfamilies>.

### **Treasurer Update**

The recent Easter Fun Day raised a total of £522.50

The bank balance is standing at £4552.26

The next event planned is the Easter Discos – DJ and hall have been booked for **11<sup>th</sup> May 2018**.

Lynne is to confirm the capacity of the dining hall as it is hoped that we can reduce the number of discos down to 2 and make them 15 mins longer.

The annual Race Night has been confirmed by the Wheel Inn and Magic Agency but we are just waiting to confirm the date – proposed dates are 2<sup>nd</sup> and 9<sup>th</sup> June 2018

We are hoping to add another event to the calendar – M&S Inveralmond bag pack in December – date to be confirmed.

We will be looking for volunteers for these upcoming events. Please contact us via the RDM facebook page, email us at: [rdmparentcouncil@gmail.com](mailto:rdmparentcouncil@gmail.com) or catch one of the team who are at school at drop-off and pick-up times.

### **Management Team Update**

It has been a busy term for the school with a full school inspection (first one in 12 years), with 11 inspectors in the school. The inspectors were very impressed with the children who behaved impeccably and with the schools inclusive ethos. Staff at the school have worked very hard and a big thank you is deserved to all involved, including parents and parent council members who took part in interviews. The school self-evaluation was an accurate

reflection of what the inspection team found. There are key important strengths and areas for development which the school team will now plan for. It is hoped that the inspection report will go live on 24<sup>th</sup> April 2018 and once published a public meeting will be arranged by Mrs Lambert for any questions. Mrs Lambert will then also share the experience with the Lifelong Learning Committee meeting.

The school and nursery will have separate reports.

The Management team have been looking at their roles in the school. In the past there has been an upper school deputy and a lower school deputy. It has been decided that the two deputies should both work across the entire school (both cover P1-P7).

- DHT Lisa Marshall's Responsibilities – Additional Support in mainstream, continue to oversee the specialist provision, Equity Funding Projects, Outdoor Learning.
- DHT Sarah Burke's Responsibilities – Quality Assurance – Curriculum, Wider Achievements, , Digital Strategy, Probationers Support, Risk Assessments
- HT Lynne Lambert Responsibilities – Overall school responsibility. Quality Assurance, self-evaluation, Parent Council/Communications, Early level, HR and staffing.

All members of the management team can respond to parental queries and questions.

### **Pupil Equity Funding**

The school received approximately £27,000 from the Government for 2017/2018. This is given for supporting children identified by the Government as they receive free school meals. The school has spent some of the money on staff training and upgrading software but still have a sum of about £15,000 left to spend. The have proposed to spend the money on upgrading the reading scheme used by the school. This would support discussed targeted interventions and they think with the amount they have they can introduce a whole range of new titles, both fiction and non-fiction. The management team felt that this would benefit the children identified but would also benefit the whole school and be sustainable. Those attending this Parent Council meeting thought this was a good investment for the children and were happy for the school to go ahead with the purchase. The books purchased would be from the Oxford Reading Tree scheme. It was suggested that all new books would perhaps be stamped and covered and the school would look for volunteers to help with this.

### **Future considerations - Music**

It was suggested that next year's funding could be used to improve music facilities in the school. Mrs Lambert awaits a response from the PKC music co-ordinator.

A question has been sent to the parent council regarding music trials – A child from P5 had gone for double bass trials only to be told that there were no spaces available for P5

children (but there were spaces for p4 children), so why were they invited to a trial in the first place.

It was also mentioned at the meeting that there was no consultation with the parents when children were asked at school if they wished to take part in any trials for music lessons. Children were asked directly whether they were interested in learning to play a musical instrument but Parents felt that they had no opportunity to encourage children to take part as the Parents weren't aware of the offer.

It was felt that more clarity and information was required about the process and the music co-ordinator would be the best person to speak to. Mrs Lambert will coordinate this.

### **Consultation**

Mrs Lambert had a small exercise for those in attendance to take part in at the meeting: to look at and discuss the school app, seesaw and sports day. She asked attendees of the meeting to take post-it notes and write down what is good and what could be better about the three topics. This exercise has already been carried out with pupils and teachers so all comments will be collated to see what can be improved and what is working well. Information gathered will be shared through newsletters.

### **School App:**

The school will feed back to company any updates or changes required.

Office staffs are working hard to update class events.

Web page is still active but investigating the possibility of the company that provides the app taking over the running of the web page for continuity.

### **Sports Day:**

Looking at how it is run and update format – more house based themes suggested.

Feedback gathered.

### **SCHOOL IMPROVEMENT PRIORITY: Using Seesaw to enhance parental engagement:**

Good feedback from both parents and children. Feedback suggested by parent council was for seesaw to be more consistent in use across classes.

A Digital Working Group has been set up in the school and have issued a guidance sheet detailing expectations in communication, this has been pupil and teacher led. This has provided support for staff in school. A copy of this guidance was shared.

If parents don't have a phone that can support the app then an end of year record can be printed off at school.

It was explained that there is an extra cost involved in keeping the previous year's Seesaw data available as a record of the child's progress – the cost involved is expected to be between £3 - £4 per child per year. As there are around 500 children in the school parent council may be able to support this cost.

### **School Uniform**

This has been purchased from the school office in the past. The school is moving to items being purchased online by parents and delivered straight to the home address. The make of the uniform will remain the same. Details of this will be put on the school APP.

The school has introduced some school club hoodies to identify the club members when in and out of school. This is hoped to encourage club membership. Mrs Lambert will clarify expectations around uniform.

### **P7 Leavers**

P7 parent representatives are required to coordinate the P7 leaver's party and leaver's gift. Parent Council will purchase the P7 leavers gifts as per previous years. There was also the offer of help from a P7 parent not in attendance, this will be followed up.

### **Parent Council Secretary**

The Parent Council is looking for a new secretary. Contact the Parent Council if interested or for a copy of the job spec.

### **AOB**

Reminder to use world book tokens before they expire – text reminder to be sent from school.