

Parent Council, Fossoway Primary School

Minutes of Meeting 12/05/2021

Present (Parent Council): Christina Smith (CS, Chair), Mrs. Allan (FA, Head Teacher), Katherine Wallace (KW, Minutes), Barbara Cassels (BC), Jim Pritchard (JP), Natalie Harrower (NH), Lorna Hayes (LH),

Present (Parents joining for this meeting): Gillian Begg (GB)

Apologies: Mr Haines (TH), Sadie Watson (SW)

1. Minutes of Previous Meeting

Approved as true record (proposed CS, seconded FA)

KW apologised that final minutes do not appear to have been circulated following the last meeting

All: Any amendments to Minutes 12 05 21 sent to KW by 17 05 21

Matters Arising

- *Community Council Link.* Traffic management works at the school road junction have been on hold as the Engineer not allowed to do the works – not considered essential under recent restrictions. 20mph zone signs were due in April but as haven't happened assume same applies.
- *Post Holders.*
 - Chair – AC's circumstances have changed, and NH has offered to take on role which is very helpful – will put this forward at AGM.
 - Secretary - KW noted intention to resign at AGM, role has only involved taking notes for 4 meetings per year – this could be rotated as a temporary measure if no-one comes forward.
 - Membership – Need to ensure balance of classes represented on PC – need new membership or Nursery, P3 and P5 may be unrepresented.
 - BC's last meeting – minutes thanks for her valued input.

All: Encourage new membership of PC for AGM next term.

2. Financial Update

See attached Statement. Closing balance £2,470.36.

JP followed up with RBS re potential bonus for moving account to another Bank–good idea but we were too late.

3. Headteacher Update

See attached Head Teacher's Report and Staffing update.

Parent Portal. This is a National one stop shop for all communications between families and the school. Even more will be on the portal than is on the app – eg. annual data forms/ permission slips. It will gradually eliminate paperwork as things are uploaded. It is free and will be coming after the summer holidays. At first Fossoway are planning to run it alongside the app (the portal is not yet an app). Once all familiar with the portal, including office staff, will phase out the App. This will save some funds, but we will still need to pay for the website which is currently rolled into the App hosting.

Discussion – how Parents are finding App, FA has observed less feedback from parents to communication, eg. to usually more parents would be in touch regarding information on Sexual Health education. Discussion that parents may not be updating filters as their children change class and so may not be seeing messages/ notifications. Parents may also be so relieved children back in school that they are not feeling the need to engage as much short term! KW raised that she finds it difficult to differentiate important messages from others, and can find that having checked one part of the app she has missed things on another. KW feels that to reach maximum engagement with parents there needs to be some variety in communication methods.

FA – Office send out an email to remind parents to update their filters on the School App.

School Improvement Plan. Being worked on at the moment and will be shared with parents. KW asked if we also see the evaluation of the previous year's plan – FA said that this is reported on at the AGM each year and in the annual Standards & Quality Report.

4. School Travel Plan

PKC have helped do an initial draft based on old versions in their records. Need to get this up to date and have engagement from families. Parking is the issue most often raised with FA by parents and is important to the School. PC agreed a Sub-Committee to look at this would be a good idea – and membership should go out to all parents rather than just PC members. JP raised that AP would like to be on the Group, KW also expressed an interest in joining. Consultation & suggestions need to focus on all methods of transport, including bus/ bikes/ walking/ driving. Includes initiatives such as bike ability and road safety. Group could open up to local stakeholders such as Councillor Barnacle in time.

FA – message to all parents inviting them to take part in group looking at School Travel Plan

5. Parental/ Pupil feedback on remote learning

FA asked for feedback regarding any areas of remote learning/ parental engagement that we would like to see continued as things return to 'normal'.

- *See Saw.* NH – See Saw is excellent, could we use it further up the School? FA – Agree! School has paid for this and staff training will be rolled out.
- *Support for daily face to face contact between teachers and children when learning remotely* - BC & AC had both found this very beneficial for their children
- *Nursery Drop Off.* LH – Nursery drop off better outside than in narrow corridor. One Nursery Staff Member welcomes them and chance for a handover – it should continue. FA – good to know, we feel the same.
- *Microsoft Teams Child Plan Meeting* – AC found that having over an hour, with everyone's full attention, both parents and several Fossoway staff, was very helpful in supporting their child & remote learning experiences. Would be good if all children had this! - 10 minutes for Parent Contact is not enough.
- *Child Plan Meetings* – FA observed that in future a choice could be given to parents – more people may be able to attend if an online meeting, or family may prefer to be in person even if not as many people can then attend.
- *Missing coming into School.* BC raised that she had missed opportunities to come into school and learn, eg. Big Maths evening. KW said she had missed Learning Assemblies and seeing children and teachers in person.
- *P7 Outside Lunches.* BC – the P7s have loved going outside for lunch – sense of progression. Would be good to continue this.
- *Telephone Parent Teacher Contacts.* KW – surprised how effective telephone parent contact felt, could be offered either phone or in person in future? Wonder whether FA/ teachers could hold occasional 'surgeries' where advertised as available for phone conversation. FA thought this could be interesting and would trial it herself first.

6. A.O.C.B.

PC Email address. CS raised whether this is something to continue – the School now send out Minutes and there is very rarely an email from a parent, might be better if Chair's own email available? NH raised whether a Facebook Page could be opened for PC. KW felt the email address made the PC seem more accessible and less 'cliquey', even if people don't often choose to use it – not sure that FB the appropriate place for the sort of discussions that take place through PC. NH suggested could be, for example, for publishing minutes.

School Policies. SW has raised where a Parent looks to see the School's Policies. FA – Communication and Positive Behaviour are on the School Website. Schools no longer have the volumes of Policies that they used to, but the School Handbook does have links to PKC Guidance which would be referred to when there is not a School specific policy (eg. for Additional Support Needs or regarding Child Plans).

FA- Check and update links to PKC Guidance during Annual Review of School Handbook

Covid-19 Update & P7 Transition/ Leaving Events. FA – great to see easing in Country generally, not much is changing in School for now. Might be able to relax class bubbles outdoors and for transition eg. buddy systems. Might be able to have parent volunteer support for essential outdoor learning, eg to help at the P7 outdoor learning days (in place of Dalguise). School is now allowed Sports Coaches, eg from Cricket Club, but they can only see one class per visit.

School will have a P7 leaving event of some kind, if outside hoping to invite parents – but would need authorisation. There won't be a Church Service at the end of Term. The School will continue to follow PKC guidance. BC raised whether there would be awards and an end of term outdoor 'event' for each class that parents could be invited to – FA said it would be lovely and they are looking at it, but they will have to follow PKC guidance. BC raised that the P7 parents may try to organise an external leaving event for the P7s, eg. at Willowgate in Perth. Costs would be kept low but could there be financial support for families that need it? FA said she could work sensitively with BC and families to support this.

KW raised whether there could be a zoom 'meeting' for current S1s to say hello to the P7s and 'welcome' them to new School. Eg. saying what house they are in and reminding everyone of friendly faces to say hello to when passing in High School corridors. FA felt this was more realistic than making individual links for buddying and could be positive.

FA – follow up possible S1 & P7 zoom call as part of transition

Mrs Whittaker. She will be permanent part-time next year, as originally planned. PC noted thanks to Mrs. Whittaker for working full time this year to give the children consistency.

Breakfast Club. Thanks noted to the Breakfast Club – a fantastic resource for families. BC reported that PKC gave a grant to tide the Club over with reduced numbers at the moment, but numbers do need to go up for the Club to be sustainable. Discussion re whether it could be an After School Club as well – FA to follow up with the Committee. Discussion that whilst only mornings does not cover enough time for some parents, it does help as it can be for a short time in the morning. KW raised that schools can work to pro-actively promote a Childminder Network that is linked to the School to compliment the Breakfast Club and offer families more 'wrap around' care.

Fossoway Local Development Trust. JP updated that Councillor Barnacle is leading this being set up – they are currently finalising constitution & membership. The focus will be improving the area/ spaces/ tourism/ business – in consultation with the community. JP will be the school link. First focus is likely to be the replacement of the bridge at Rumbling Bridge gorge. FA asked if a member of staff would be helpful on the committee – JP, it could only be a good thing!

FA – ask if any staff available to join the Fossoway Local Development Trust

7. Next Meeting Date

CS to agree AGM date with Office for Autumn Term

Please Note...

Parent Council Agendas and Minutes are circulated to parents through the School App, and a copy is on the pinboard in the School Reception. All parents are welcome to attend Parent Council Meetings as observers, and we welcome parents coming forward if they are interested in joining the Parent Council. To contact the Parent Council directly you can speak to any member in person, or email fossowayparentcouncil1@gmail.com correspondence is then raised at Meetings.