

ROBERT OWEN MEMORIAL PRIMARY SCHOOL PARENT COUNCIL

Parent council meeting minutes for meeting held 16th March 2021 at 19:30 via Zoom.

1. Welcome

Kathryn welcomed everyone and especially Gemma to first meeting and guest speaker, Mr Iain Mulholland.

Present

Kathryn Gartshore, Bronwen Aidoo, Fiona Rogerson, Fiona Barr, Claire Froot, Iain Mulholland, Gemma Good, Miss Munro, Jenni Smith, Susan Girvan, Mrs McCallum, Catriona Murdoch, Joan MacMillan and Mrs Thomson

Apologies

Laura McCann, Ina Marshall, Miss McAllister, Erica Baillie, Jennifer Fisher, Gareth Brown.

2. Agreement of the February minutes

Proposed by Catriona Murdoch

Seconded by Joan MacMillan

School Business

3. Children's Neighbourhood Scotland Project.

Iain Mulholland gave a brief introduction to Children's Neighbourhoods Scotland project. Please see attached link for more information regarding the organisation.

<https://childrensneighbourhoods.scot/>

He advised that the charity will be working with South Lanarkshire Council to work in two areas in South Lanarkshire, Smyllum and Rigside. This will involve pupils from ROMPS, Lanark Primary and Lanark Grammar. He advised that they will be willing to work with the children, school and the parents through the Parent Council. This will involve helping children to participate and giving them a voice regarding what they feel they need locally. He invited parents to contact him with ideas for discussion.

4. School updates

Mrs Thomson gave a brief update. This included that P 4-7 are back to school and that this has been largely successful. She advised all staff and teachers are pleased everyone is back at school. She is awaiting further guidance from SLC regarding possible resumption of breakfast club after spring break. Outdoor learning has started for rooms 9B and 12. The announcements from the Scottish Government today will give the school things to work towards.

Parent Council Business

5. Finance

a. Bank balance update

£1475.72 in current account as of 16th March. Once outstanding payments processed (Yearbook contribution) £1325.72 will remain. This will cover the remaining commitments of the leaver and entrants gifts.

b. Yearbook Payment

£150 cheque for yearbook handed into school yesterday to come off bank balance.

c. Leavers/entrants gifts

The meeting agreed to provide High School ties to all leavers and requested Mrs Thomson to advise of the number and schools required once this has been confirmed.

The meeting discussed the provision of gifts to entrants and agreed that PE bags would still be a useful gift. This was agreed unanimously. Mrs Thomson will advise on numbers for P1s once this is confirmed.

Kathryn requested the meeting to consider an alternate event to the afternoon tea usually held on the first day of school to familiarise new starts parent with the work of the parent council. This will be discussed at the next meeting.

6. Parental engagement

a. Newsletter

Kathryn circulated the newsletter and this was sent out to the parent via usual methods of the app and twitter. No feedback received from this to date.

b. March Challenge update

The rate it challenge has been sent out via the school app and twitter and meeting requested the House Captains to encourage participation. Miss Munro will liaise with the House Captains to encourage participation, and they are keen to participate in judging and awarding point to the house for entries. Kathryn will collate the entries and send to Miss Munro for judging prior to house day which is the 31st March 2021.

c. Challenge planning for final term

The meeting discussed potential challenges but felt that it was too early to make a decision and this would be considered and finalised at the meeting in May.

7. Privacy Statement

Kathryn shared the version that had been discussed at the previous meeting with the update that information will only be held for up to one day after the event. It was agreed to change this to a maximum period of holding information for 7 days. Joan MacMillan advised that as long as no information is kept electronically there is no need for the Parent Council to register with the information commissioner. The meeting discussed the events we hold information for and decided to state that information will be shredded confidentially within 7 days of the event. The privacy statement as agreed is a separate attachment. The meeting agreed that it can be attached to any form sent home requesting information. It can be amended if required depending on the type of event and that it would be put on the Parent Council section of the school website, clearly labelled as the Parent Council privacy statement.

8. Constitution review prior to AGM

a. Membership

The constitution was amended temporarily to allow 34 people to be part of the official list of parent council members as submitted to South Lanarkshire Council during this session.

There are still 34 people currently on the email list and this will revert to 25 at the AGM.

The meeting felt that it was important to stick to the 25 as per South Lanarkshire Council advice.

Discussion regarding who can vote.

Members at the meeting felt that priority for voting rights should be given to members who regularly participate in meetings. Attendance is seldom above 16 for meetings. The

meeting requested Kathryn to draft an email to all current members on the email list and

explain the situation regarding numbers for the list provided to the council. Those who

attend regularly would be given priority and then the remaining spaces would need to be

balloted at the AGM. The meeting felt it was important to explain this was for voting issues

but would not limit the number of people who can participate in meetings and events.

Meetings would still be open to the whole parent body if they wished to attend, and any

person who has been PVG checked by the school would be able to assist at events regardless of if they attend parent council meetings.

b. Any other amendments.

Kathryn agreed to consider the constitution in the light of the above decision and circulate

the amended constitution prior to the AGM to allow the full parent body to be aware of the

changes. This needs to be circulated two weeks prior to the AGM and can then be agreed at

the AGM.

9. Date of AGM

18 May 2021 at 19:30 via zoom. Kathryn asked the office bearers to consider if they wish to

continue their role and invited anyone interested in taking up office to contact her or any

other office bearer.

Active Agenda

Charitable status

This will be discussed as appropriate at a meeting in the new session.

Fundraising.

The bank balance will be depleted following the purchase of gifts for leavers and entrants

and ideas for fundraising for the new session will need to be considered.

Meeting closed at 20:48