

Newlands Primary School Parent Council

Minutes of PC meeting 8th March 2016 , 6.30pm in the school.

Present: Anna Weild (in the Chair), Elena Kerr, Tomke Ortgies-Rae, Ali Goodyear, Margaret Habeshaw, Christine Rose, Hilary Roxton, Nick Magee and Jayne Adamson; School staff team: Daryl Wilson

Apologies: Silke Isbrand, Fee Hodgkiss and Alison Turpie

Item	Comment
1	Welcome and introductions AW welcomed everyone to the meeting.
2	Minutes of previous meeting The minutes were approved, no changes.
3	Head teacher Update <i>(a) Curriculum and learning</i> The Teachers have been looking at 'jotter monitoring'; this includes feedback to pupils on quality of work etc. Guidance has been created on what is expected across the school. This has been a shared activity between Newlands and Broughton Schools The February INSET Day was a course on 'Emotional Intelligence', to assist Teachers to help pupils handle their emotions. <i>(b) Staffing and support</i> DW had updated parents on staffing within the March newsletter. AW/All discussed issues raised by parents to date. A letter had been sent to parents but no further feedback had been received. The main points discussed at the meeting were: <ul style="list-style-type: none">• Mr Elliot is based at Newlands where he is teaching the P4/5 class Wed-Fri, covering for Mrs Hall as well as helping as a Deputy Headteacher.• Susan Ward has been based at Broughton where she is covering for the PT and allowing DW to spend the time needed at Newlands.• Dawn Taylor (SBC Enhanced Support Team) is currently at Broughton, was at Newlands with DW deciding where she is required.• Jacqueline Wilson (Headteacher mentor) continues to provide DW/school with mentorship as well as practical support. Inconsistent support has been a challenge, but the package of support over both schools is more than SBC has originally offered and DW reported that now it is in place it seems to be working. Children are adapting to the changes. The group wanted to know what the medium-longer term plans are for Newlands School, including for Headteacher recruitment and staffing/management support throughout the summer term (this being reviewed in the leadup to Easter). DW reported that this was unclear at present. Longer term, there are a number of different management models that in the longer term may be considered by SBC. AW noted that long-term plans are currently unclear and likely to remain so whilst a Headteacher is recruited and the school estate review is ongoing. It was, however, important not to take eyes off this ball. ACTION: AW to contact SBC

	<p><i>(c) School Estate Review</i> Information had been sent out to parents detailing the consultation process for the School Estate Review. SBC are looking across the estate including catchments (location, roll), school transport, classrooms/buildings, education/learning, and community use of school.</p> <p>AW/DW encouraged all parent to attend the drop-in session at Peebles High School on Tuesday 15th March. In addition, there is an on-line anonymous survey that allows parents to feedback on issues that directly affect Newlands parents, including those, like staffing, that are a current concern, and to let SBC know what they think. Links to the online survey had been circulated. It can be found at http://www.scotborders.gov.uk/directory_record/45468/school_estate_review</p> <p style="text-align: center;">ACTION: AW/All to attend drop-in session with others.</p> <p><i>(d) Other</i> An email had been sent to PC Chairs regarding the change of in-service training (INSET) days from the end of the week (Friday) to the start, and asking for feedback. AW asked why this was being considered, given that Fridays would most likely be the least disruptive to pupils and most parents, and had understood that one of the benefits of the asymmetric week had been to use the pupil-free time for training. DW clarified that since the asymmetric week teachers are only contracted to work a half day on a Friday. This has resulted in less training being provided and more is needed.</p> <p style="text-align: center;">ACTION: DW to ask parents for feedback on INSET days.</p>
4	<p>Update from Parents Council</p> <p><i>(a) Chair's Update</i> SI had been unable to attend meeting; AW has picked up in her absence and will keep the PC updated on activities via email.</p> <p><i>(b) Treasurer Update</i> TO has put the form into the Bank regarding signatures. Current balance is approx. £2,500</p> <p><i>(c) Fundraiser's Update</i> HR/DW confirmed School Sports Day as Friday 27th May. The Whipman week is Friday 3rd – Saturday 11th June. Activities include float and disco (see below).</p>
5	<p>Matters Arising/ Updates</p> <p><i>(a) School Library (see projects/events)</i></p> <p><i>(b) Buses</i></p> <p>End of day pickup: arrangements now working, with thanks to all involved.</p> <p>Lamanca Bus: staff are now present at drop-off; timings are being monitored</p> <p>Kirkurd Bus: JA had organised a letter from parents to SBC; although aware of the problem SBC has put this out to contractors but the communication from SBC had not been satisfactory and it was unclear when progress would be made on this. Group advised that Cllr Bhatia could be involved if necessary.</p> <p style="text-align: right;">ACTION: AW to write to SBC cc Cllr Bhatia.</p>

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Other Projects/ Events

(a) Parents Evening and Book Fair

Thank you to MH and CR for their help at the Parents Evening. £800 in sales with £480 raised for the school from commission.

(b) School library

The school has audited the core reading material. Books have been bought by the school and DW has asked the PC to pay for the shelving that is needed to create a library for the children—school estimates have been c. £1200 for this. NM has offered to help with shelving; AW asked if he can give a quote then PC can agree how best to meet costs.

ACTION: NM to meet with DW and assess what shelving is required and to give a quote to the PC

(c) School Garden and outdoor classroom

NM gave an update. The money is there and discussions are currently underway to finalise the details of the design/ position.

ACTION: NM will continue to progress, in discussion with DW and NCDT.

(d) Website/Facebook

Mr Kaljee and AT are working together on this and will have something to share with the PC soon.

ACTION: AM to follow-up with Mr Kaljee/AT

(e) Mile-a-Day

DW has been investigating the possibility of the children participating in this. The 15 minutes per day would be taken when pupils would normally have classes. PC supported this in view of the likely mental, social and emotional benefits for children as well as increased physical fitness. DW agreed to trial in the summer term making use of the playing field and, when ground is sodden, playground. The PC suggested that parents are informed of the plans before the Easter break.

ACTION: DW to inform parents of plans to trial the 15 minute mile a day to keep fit, at the start of the summer term.

(f) Whipman week 3rd-11th June

A meeting in April was suggested to start preparations for the float and Whipman week events, with all parents to be asked for help.

- a) Float: Theme yet to be identified.

ACTION: DW/staff to feedback to HR.

- b) Disco will be held Tuesday 7th June 6-9pm. First Aiders: Fee Hodgkiss and Alison Turpie with thanks; Fire Officer: Hilary Roxton. A DJ is needed. The group discussed potential problem areas eg. the need for the children to stay within the marquee on the night – this needs to be communicated to children and parents, and parental responsibilities clarified. DW offered to talk to West Linton Headteacher nearer the time re the children staying within the marquee on the night.

ACTION: All to think about DJ options and to let HW know of ideas.

7	<p>AOB</p> <ul style="list-style-type: none"> • School security: DW is currently in talks with SBC regarding school security in the Playground. With consultation with NCDT it is anticipated that a 1.8m fence will soon be erected around the perimeter. • Book week is 9th-13th May and Janis Mackay, the author of The Accidental Time Traveller attending the school. DW is hoping to have a sponsored event (eg. minutes reading) that week too, to help with the fundraising for the new books. • PC roles: JA has offered to be acting minute secretary until the AGM. In SI's absence AW would be able to chair meetings. AW requested that the AGM be held in September, to coincide with the start of the school year.
8	<p>Date of next meeting</p> <p>Monday 9th May – parent/community sub-group Thursday 16th June – full PC meeting</p>