

## Macduff Primary School Parent Council

### Meeting Minutes 19 September 2017 7pm at Macduff Primary School

Present: Tristan Walker (TW), Donna McKay (DM), Wendy Angus (WA), Iain Tomlins (IT), Mark Findlater (MF), John Strachan (JS), Angela Watt (AW). Carole Polovinkine (CP), Ross Cassie (RC), Kathleen Sorley-Wilkinson (KSW), Kevin Barrie (KB), Pat George (PG), Claire Mackie (CM), Susan Cook (SC), Kerry Walker (KW), Holly Swaffield (HS), Laura Ewen (LE)

	Agenda Items	Detail	Action
1	<b>Apologies</b>	David Levenie. Anna Pedersen.	
2	<b>Introduction of new members</b>	IT welcomed new members to the group.	
3	<b>Minutes of the last meeting</b>	Accepted	
4	<b>Matters Arising</b>		
	(i)	<b>Safety/ Disability Adaptations:</b> flooring remains trip hazard in classroom. Refer to Alec Bain. Railings completed. Stair lift looked into – chase.	RC MF
	(ii)	<b>Nursery Opening:</b> No further progress. Speak to Maria Walker tomorrow to bring to conclusion.	MF
	(iii)	<b>Additional Crossing person/Rd Safety:</b> Reduce car congestion - “Walk to School” initiative underway. Equivalent distance is from Myrus Centre carpark. If living close to or bussed to school, option is to walk around playground equivalent distance. Badges awarded monthly – required standard (times per week) increasing over time. Result of speed measuring devices: due to congestion, speeds found not to be high at Berrymuir Rd/Duff St junction – no justification for enforcement action. Remains a dangerous crossing point: survey numbers of children crossing at this point to justify additional crossing person. HS pointed out pavement is congested by waiting parents at current crossing point (Barnhill Rd) requiring children to walk on the road. Could a ‘parent port’ on school side be provided to relieve this? CP suggested Area Initiative Fund could be source to fund this? Of £104k, grants of £5k available up to £10k for an evidence based ‘Making it for Real’ project. General development is required at front of the school with the narrow path and ‘boggy’ grass. Additionally money for shelter for children	MF TW SC  MF RC TW

	(iv)	<p>arriving for school in the rain could be applied for. Vandals could unfortunately be attracted by shelters/parent port.</p> <p><b>Breakfast/After school clubs:</b> RC advised this is tied to child poverty and development money may be accessed via this avenue allowing parents to get out to apply for work and hungry children to get a breakfast. Mary Arnold (Commercial Development) confirms the bungalow is not surplus to requirement and not sold. Regeneration Partnership for building development has been running for 12 months and may give access to development money. Refer to Head of Service for Education, Craig Clement. Frustrating lack of progress: check with Mary Arnold where we are with the bungalow. Update survey data for club requirement may be necessary?</p>	<p>ALL</p> <p>RC</p> <p>RC</p>
5	<b>HT Report – Tristan Walker</b>	<p><b>See attached HT Report</b> Various discussion arose around this. Matters arising:</p> <p>(i) <b>Big Conversation</b>/Let TW/CM know if an <b>*SPTC</b> event is needed. Parent engagement survey encouraged – please encourage/spread by word of mouth.</p> <p>(ii) <b>Vandalism:</b> Pupil Council asking for our help: phone 101 if suspicious activity seen – police aware &amp; will respond timely. Post on Macduff &amp; Community fb page as it is a community facility too. Escalate up both lines of management to increase CCTV coverage, PIR lights?</p> <p>Vandals have been caught/dealt with but further to be caught. Thought to include 18/19 year age group too.</p> <p>(iii) Employers asking for handwriting samples – support child with <b>cursive</b> writing.</p> <p>(iv) Expect children to be introduced to novels earlier &amp; possibly 2<sup>nd</sup> book for interest to allow development of skills leading to development of comprehension &amp; love of <b>reading</b>.</p> <p>(v) Do the <b>Learn its</b> with children, trust new methods in <b>Big Maths</b></p> <p>(vi) School pupil report and school improvement: <b>SQUIP</b>. Open up chances for parents to visit school to see what happens in classroom, not just formal events. Increases communication opportunities, survey opportunities and PC visibility if they are available to help e.g. welcome, survey.</p> <p><b>HGIOS 4 **</b></p>	<p>ALL</p> <p>ALL</p> <p>TW</p> <p>TW MF</p> <p>ALL</p>

		<p>(vi) <b>ICT event</b> – Information &amp; Communication Technology – <b>Saturday 18<sup>th</sup> Nov 17</b> Two events in NE for whole community one of which is in Macduff School. Event being developed under current working title of ‘<b>Deveron Digital Expo</b>’  <b>#digitalexpo17</b> Spread the word.  30 ipads now in school &amp; spending a lot more to get ICT equipment. Philanthropist welcome.</p> <p>Is a Parent workshop to communicate Big Maths &amp; Cursive Writing necessary?</p> <p>(vii) Efforts being made to make new teachers comfortable in our community. Cohesion across the cluster is strong. Interviews held over holidays to replace 3 staff! Teaching staff up to complement now with Mr Gordon McKay returning for 2 days per week including science with older pupils. 1 probationer originally from Gamrie so hopefully will settle back here. Encouraging local people to enter the required professions such as teaching and medicine may help stabilise staffing – MF said police have used this strategy very successfully.</p> <p>(viii) Goblin car grant. All agreed to provide the funding to continue this project. Likely to be similar to last years of £123.16. Entry fee &amp; insurance paid by school. Pick team before Christmas to increase learning opportunity. Banff &amp; Ordiquhill schools participating this year. Offers potential opportunity for a local event too. MF suggested attracting media opportunity with angle of local good humoured rivalry. Ordiquhill already had Banffie article. HS suggested a local sponsor might be found to provide on-going financial support to replace PC funding.</p>	<p>ALL</p> <p>ALL</p> <p>ALL</p> <p>KB</p>
6	<b>Chairman’s report</b>	<p>Last year we warmly welcomed our new HT Tristan Walker.</p> <p>Bf / after school club has featured over the year &amp; we must keep pressing on.</p> <p>PC profile/visibility: PC presence at school events helps with visibility &amp; on the spot school survey-filling. We used Twitter, Xpressions app, school fb page, open nights.</p> <p>DM – bag drop leaflet still useful to reach all parents. MF: Noticeboards at Aquarium &amp; bottom of Duff Street can also be used. CP:</p>	

		<p>Display board could be placed at Sports centres in Banff &amp; MacDuff to assist PC visibility across the area.</p> <p>Workshops with new school initiatives and Parent open night/SPTC event to raise profile – consider &amp; spread word. *</p> <p>Photograph at next meeting – consider.</p> <p>Thanks to Mrs Skinner for the on-going provision of crèche</p> <p>Thank you to all members, co-opted members, office bearers of the last year &amp; councillors for attendance and all their work.</p>	<p>CP TW ALL</p> <p>ALL</p>
7	<b>Treasurer Donna McKay</b>	<p>Balance £471.93</p> <p>Closing Balance £136.31</p> <p>Council payment expected Oct/Nov</p> <p>Accounts Approved</p>	
8	<b>Election of Office Bearers</b>	<p>Chair Holly Swaffield Proposer WA Secunder JS</p> <p>Vice Chair Kerry Walker Proposer WA Secunder CP</p> <p>Secretary Claire Mackie Proposer CP Secunder DM</p> <p>Vice Secretary Susan Cook Proposer JS Secunder IT</p> <p>Treasurer Donna McKay Proposer JS Secunder IT</p> <p>Co-opted members Marjorie Nicolson Proposer IT Secunder JS ****</p> <p>Suggestions for other co-opted members: PC Mike Taylor – TW will ask Rev Hugh O’Brien Minister of Macduff Parish Church.***</p> <p>JS: Huge Thank You to outgoing Chairman Iain Tomlins for his 2 years as chair &amp; 5 years as Treasurer. His support, commitment and encouraging attitude is much appreciated by all. And the PC is pleased to have his ongoing participation in the PC.</p> <p>Liam Troupe Active Schools Leader could be invited to a meeting to share his strategy.</p> <p>Councillors MF and RC confirmed their on-going commitment to the PC and school.</p>	<p>TW CP</p>
9	<b>Correspondence</b>	<p>Emails from SPTC shared to members on fb. Report comments back to meetings. Share out saying which one you are reporting back on.</p>	<p>All</p>

10	<b>AOCB</b>	(i) Bikeability (Cycling proficiency) in abeyance since Mary's illness. Volunteers needed to commence again this year – advertise on fb – Training available. (ii) CM: pram access to school is atrocious. Steps could be avoided by re-opening the gate across the grass. Equalities & Access issue. LE: clarify if parents can enter school via office door by crossing the car park. TW: this is not safe as a child route but if a parent makes that choice then that is their decision as an adult.	IT  RC
11	<b>Meeting Dates</b>	Last week of February. Before summer holidays. After summer holidays. First week of November.	
12	<b>Date of Next Meeting</b>	<b>Tuesday 28<sup>th</sup> November 2017 at 7pm.</b>	ALL

\* **SPTC** 1<sup>st</sup> event on 7<sup>th</sup> November – see attached poster. Further event options are attached to email. Survey attached to email

\*\* **HGIOS 4** 'How good is our school'

\*\*\* Rev O'Brien has agreed

\*\*\*\* Marjorie has agreed