

**Bun-sgoil Taobh na Pàirce**  
**Parent Council AGM**  
**28<sup>th</sup> January 2015**

**AGM Minutes**

Welcome, register and apologies

Explanation of the role of PC members

Minutes of the last meeting agreed and seconded.

Thanks to Caroline Hargreaves and Kirsten Donnelly for all their work as co-secretaries this year.

Thanks to Fiona Cameron and Andrew Cameron for all their work as co-treasurers this year.

**Head Teacher Report**

Thanks to all for coming.

Thanks to Abi and Ailsa for smooth PC transition from Tollcross and for their aplomb, integrity, understanding and diplomacy – flowers were presented to the outgoing chairs from the head for all their excellent service in the role of leading the PC.

The Head also extended a warm welcome to the new chairs of PC whomever they may be.

A good Christmas was had and the Nativity went well. The Church service was a success and while there was no Gaelic speaker to take the service it did come in within budget.

The playground is moving forward quickly and there is £30,000 to use before the end of this financial year. Additional funding is needed and the outdoors group will be looking to source more money from grants. Eleanor and Martin will be project manager.

**Library**

The school is moving books and furniture into the meeting room opposite the P7 classroom which is where the library will be. £1000 has been spent on books and there have also been some kind donations.

**Active schools**

The tennis group has been very popular so will be split into two groups for the first and second half of lunchtime P1-2 first, the P3-7 second.

There will also be badminton after school and Mrs MacDonald has been taking some sessions.

#### Staff training

Learning and Teaching course on the teacher training day was on Formative Assessment approaches. In the afternoon there was science training. There will also be an emphasis this term on MFL training and the improvement officer is going to share good practice of teaching foreign languages in school. There is to be Big Writing training next week.

The Confident Staff, Confident Pupils program is nearly complete and may now be offered to parents

Mrs Wight will be leaving on her maternity leave in February. As yet there is no replacement as there were no applicants for the post but it will be covered internally with help from Angela Macdonald when possible. Mr Eaglesfield will be off for two weeks in March on paternity leave.

#### Behaviour

Some children in the C1&2 age group can find regulating their behaviour very difficult. Issues can be hitting, pestering and pushing or shoving as well as taking things home which do not belong to them. This is not necessarily bullying behaviour, but the behaviour of young children learning the rules of society. It is to be emphasised that playground gossip can be hurtful and often mistaken, so please refrain from doing it. By C3 the pupils have generally worked through the issues and know how to demonstrate appropriate behaviour.

If bullying behaviour does occur the parents will always be included in addressing the situation, and the action taken is generally to contact the parents of both the instigator and victim. Additional support is available from a range of partnerships and other professionals and guidance from experts/charities such as Barnardos is also available. The GIRFEC approach [see minutes from previous PC meeting] is the key tool in managing this.

Sanctions can involve removing the pupil's free time but generally the school takes a restorative approach providing a safe situation for all and regularly checking that problematic behaviour has stopped.

Pupils need to have positive reinforcement from home as well. The causes of bullying can include friendship issues, pecking order and power. It is often difficult to find the centre of the problem and it sometimes needs to be looked into more deeply, Psychological Services can provide support with this.

A wider approach is use of assemblies and the use of Circle Time,.

The home environment and other circumstantial issues have a significant role to play in behavioural problems, and even when these are being fully addressed at school, resolving them is often a long-term process. When children are under a great deal of stress we would all want them to be cared for appropriately and school can help assess this.

If parents do have a problem, please contact the school directly and the staff will deal with it. Behaviour is no different in this school to any other school and no different to society as a whole. We need to equip each pupil for life by guiding them through these situations so they are equipped in later life if similar problems occur. However the school is always looking to improve.

#### Road safety

C4 have designed a set of signs and banners to inform parents about the problems with parking and to always be considerate and safe when parking. Unsafe parking in Stanwell Street is still a problem and parents continue to park there. One of the reasons that there are issues is that it isn't illegal and all we can do is inform parents that it is dangerous or inconsiderate to park there (due to so many pupils crossing the road including all the bus pupils).

The idea of having a sign saying "If You Park Here You Are Selfish" seemed popular as it is encouraging positive behaviour and has worked at other schools. We could also look at what other schools have done. We need to normalise not parking there. It's also important to let grandparents and other people who may collect children less regularly know that they should park outwith Stanwell St.

#### Other topics

The Local Mod will be on the 25<sup>th</sup> and 26<sup>th</sup> of April at school and there will be a working group for the National Mod putting ideas together.

The 2015-16 City of Edinburgh Council budget is online to be read at [http://www.edinburgh.gov.uk/info/20200/budget\\_and\\_finance/1128/council\\_budget\\_201516](http://www.edinburgh.gov.uk/info/20200/budget_and_finance/1128/council_budget_201516)

Active schools will have more service.

National Parent Forum - a parent is looking to be involved, which will help the school have a voice in this group.

The school is involved in a research project involving GME – there is a Parent Mail on this and it will start next week.

The delivery of Modern Foreign Languages for GME students at High School is a priority for the James Gillespie cluster and is being reviewed by two parents. They will be working with Mr McDonald.

#### Internet Safety

Mrs McLeod has been on an eye-opening course regarding internet safety and will be disseminating information on the web to the pupils. Some of the information was horrifying; it was clear that there was a huge amount of illegal activity which was hard to monitor. There will be an evening for parents before the end of March.

The school bus escorts situation is growing more doubtful. A member of Edinburgh Council had hoped to be at the meeting but was not available so will be at the next PC meeting. There needs to be a working group for the buses to take the issue forward. The only escort on the bus last year was to provide support for one pupil who had specific additional support needs but he is no longer at the school so there are no escorts at all now.

Admission. There is an intake of 62 in C1 next year. Edinburgh residents will now get priority and spaces will only go to those outside Edinburgh if all the places are not filled. Admission to the nursery is also under discussion. It could be possible that in the future Edinburgh children might be on a waiting list [UPDATE from post meeting: in this case the council would meet and discuss plans for the future]

The current classing plan for (2015/16) consists of 12 classes which include only one composite class (C1/2). However if numbers drop there might be a reduction in class numbers as the school is very close to the cut off for 12 classes and only a few people leaving would bring the class numbers down to 11.

End of Head Teacher update

Treasurer accounts were circulated and the annual report is on the website. The annual audit is due in 3 months; the next audit can then be linked with the AGM.

Committee Election

Chairpersons stepping down: Abigail Burnyeat and Ailsa Macintosh

New Chairpersons: Fiona McNeill and Ed McCabe

Secretaries stepping down: Caroline Hargreaves and Kirsten Donnelly

New Secretary: Jean-Loup Rebours-Smith

Treasurers will stay the same: Fiona Cameron and Andrew Cameron

AOB

1) Following consultation with the PC wraparound group, Òganan have developed new guidelines for parents collecting late, and asked the meeting if the PC would be willing to support the policy. There have been significant problems with late collection so it is important that the rules are adhered to. The Parent Council agreed with the actions that Òganan will take if parents continually pick up late. The draft guidelines are as follows:

Òganan Dhùn Èideann appreciates that there are times when the late collection of children is unavoidable; however this late collection policy applies in all circumstances.

Òganan Dhùn Èideann is open from 8:00-17:50 as required by the Care Inspectorate, our Insurance conditions and to allow the school to be locked and secured by 18:00. To adhere to these requirements the **latest** time for collection of children from the after school club is **17:50. At this time we expect all children to have left the school premises. This gives the staff time to clear away and plan for the next day**

Parents and carers are expected to collect their children on time. Late collection is very disruptive to both children and staff.

Parents and carers who know they are going to be late collecting their child must inform the manager with an approximate time of arrival. Repeated late collection and persistent disregard for the opening hours may jeopardise your child's place at Òganan Dhùn Èideann. A reminder letter and/or a meeting will be arranged with the parent/carer.

In the unlikely event of a child not being collected at the expected time and no contact being made from the parent/carer the following procedure will apply:

- Two members of staff will remain on the premises with the child at all times.
- The child will be reassured and comforted.
- The parents/carers will be telephoned on all available contact numbers.
- If the parents/carers are not contactable the emergency contact persons will be contacted and asked to collect the child.
- Every effort will be made to contact the parents/carers or the emergency contact persons
- If no contact has been made with either the parents/carers or the emergency contact persons within one hour of the time at which the child was due to be collected we will contact Social Services for advice.

2) There is a funding bid to Bòrd na Gàidhlig which is being put together at the moment.

3) Comann nam Pàrant will hold a meeting in the near future to talk through some of the issues facing GME including teacher provision and growing demand for GME. Details will be circulated once finalised.