Elrick Primary School Parent Council Meeting

Friday 10th November 2017

**Minutes**

Location: Elrick Primary School Music Room

Attendees: Andrea Drummond, Fiona FitzGerald (Chair), Jillian Christie, Susan Hay, Ruth MacDonald, Alessandra Savassi, Aimee Douglas Smith, Angela Davies, Louise Young, Jackeline Rodrigues, Shalaka Samant (secretary), Bruce Bain, Monique Blair

**Chairperson’s Welcome**

Fiona Fitzgerald welcomed everyone and thanked them for attending the meeting.

**Parent Council Communication**

Different modes of communication to the Parent Council were discussed. Options include email, text messages, WhatsApp, Expressions. Expressions is a one-time charge and relatively cheaper than sending text messages. This app can be downloaded free on any smartphone. Previously school was using this app for group call. However, at the moment this app is not being used and instead emails and text messages are used for group call.

Suggestion of a facebook page for all parents of the school (parent forum) and another page for only the parent council was also discussed. However, one concern voiced by parents was about photographs of school children being posted on facebook group. However this can be addressed by having a closed group or having someone to monitor the facebook page which is probably not a feasible option at the moment.

Monique Blair spoke of the Elrick Primary School Constitution. She will review it and see if any changes need to be made to the existing one.

**Head Teacher’s Report (Mrs. Drummond)**

Mrs. Drummond mentioned that The Standard and Quality report and School improvement plan now is one document. This combined document has details of name and location of the school and links to teaching and learning. Anything in green writing is particular to the nursery, in black writing is particular for the school and in black writing and shaded in green is for both nursery and school. Additionally, the Government Standardised Assessment will be in introduced in Primary 1, 4 and 7 in the next session.

November 13th and 14th are in-service days and on these days staff will be provided with training. The following is planned for these days:

Monday 13th: Focus will be on Writing. Sharing of school improvement plan with the school staff.

Tuesday 14th: Focus will be on Maths, ending with ‘Seesaw’ which is going to be live soon. Seesaw will allow parents to communicate back via the class blog.

In addition, for Pupil Support assistants (PSA’s) they will be learning how to manage behavior and dyslexia.

Resources in school and nursery need reorganisation. For this the nursery will be working with Mrs. Robinson.

Reading Cloud – Will be launched soon as an Online Resource and as part of the school improvement plan.

Also, Book Week will be starting from 20th November.

Staging update and proposal was also discussed. At present no stage in school. Renting a stage during Christmas could cost upto £500/- and upwards. Monique Blair contacted Westhill community council (WECC) and has managed to seek approval for £300 towards staging. She is hoping to hear by the end of the week if it has gone though. Storage issues for stage were also discussed at the meeting. Angela Davies will contact a Crombie mother about the cost of staging.

**Fundraising**

Possibility of having a fundraising sub-committee was discussed. However it was felt that at this time it would be better to just have a parent council committee who would work together and divide work amongst themselves and hence there would be no specific fund raising committee.

Monique Blair updated Parent Council that at the moment we have £10,000 in the bank. However there are outstanding bills and cheques and once paid the parent council would be left with approximately £ 3000 in the bank.

On the note of fundraising, Fiona FitzGerald mentioned the easyfundraising.org.uk website. There are over 3000 shops on board including Amazon, John Lewis, Aviva, Sainsbury’s to name a few. Every time one shops through this website, the retailer will make a donation to the nominated cause and thus the school could be collecting free donations for Erick Primary School Parent Council. All are encouraged to head to <https://www.easyfundraising.org.uk/causes/elrickprimary/> and join for free!

A variety of fundraising events are being organized before end of the term and were discussed:

Christmas cards and school calendars are on the roll now. Work has started and is ongoing. Susan Hay gave an update on the school calendar. Idea of posting on class whatsapp group/ facebook pages regarding advertising on a page of the 2018 school calendar was discussed. School calendars should be ready by mid December. Christmas cards templates have also been drawn and should be printed by end November.

School discos planned for 20th December, Wednesday, 2017. The individual slots are

5.30 -6.15 pm P1 and P2

6.45 -7.30 pm P3 and P4

8.00 -8.45 pm P5 to P7

Jacqueline Rodriguez and Shalaka Samant will co-ordinate discos with help from Angela Bowman.

15th December will be Christmas jumper day.

There was some discussion over summer Fayre which is usually the 3rd Saturday of every summer but this may coincide with the CUBS summer day making the turnout lower than as expected. Alessandra Savassi will check on this and come back.

Other fundraising ideas were also discussed such as

* M and S bag pack (Ruth Davidson to get in touch with M and S)
* Bags 2 school (Angela Davies to look into this). It was suggested that that after Christmas would be a good time to book this.
* Choir singing at Subsea 7.

In addition, this year Children in need will be celebrated in school on Thursday, 16th November.

**Next Parent Council Meeting**

Thursday, 7th December at 9.15 hrs.

A new rota has been drawn up with different timings for the next year’s parent council meetings. Hopefully this will give parents a chance to attend some meetings, if not all. Please see appendix 2 for more details.

**Appendix**

1. Agenda for Elrick Primary School Parent Council Meeting 7th Dec, 2017

Elrick School Parent Council Meeting

Date | time Thursday 7th December, 2017 | 9.15am|

| Time | Item | Owner |
| --- | --- | --- |
| **9.15 – 9.30 am** | **Parent Council Administration** | **Chrissie** |
|  | Welcome and approval of September and October minutes  Set AGM date and time – evening meeting? |  |
| **9.30 – 9.45 am** | **Treasurer’s Report** | **Monique** |
| **9.45 – 10.00 am** | **Head Teacher’s Update** | **Mrs. Drummond** |
|  |  |  |
| **10.00– 11.00 am** | **Fundraising** |  |
|  | Calendar, tea towels and bags update | **Susan** |
|  | Disco update | **Jackeline/Shalaka** |
|  | M&S bag pack update | **Ruth** |
|  | Discuss: possibility of Christmas Tree recycling fundraiser  Summer Fayre, provisional date 19th May 2018 | **Chrissie (for Fiona)** |
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1. Parent Council Meeting Schedule

