ELRICK PRIMARY SCHOOL PARENT MEETING DRAFT MINUTES

14th June 2019, 1.30 pm

Location: Elrick Primary School

Attendees: Monique Blair, Mrs. Drummond, Alessandra Savassi, Fiona Fitzgerald (Co-chair), Shalaka Samant (Secretary), Lauren Wade

Apologies: Bruce Bain, Donna Morrisson, Kay Grieve, Evelyn Ewen, Chrissie Simpson, Cllr Iris Walker, Cllr McKelvie, Cllr Aitchinson

**Approval of May PC meeting minutes**

There were no amendments to the May PC meeting minutes (information note). They were accepted by all and will be available on the school website.

**Review of Actions from May PC meeting**

0618-02 – Replacement of trophies. In progress.

0618-04 – In progress

0918-02 – In progress. Fiona to look into this.

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

Purpose of the Report

The purpose of the report is to update the Parent Forum on key areas at Elrick School. This will include staffing, trips and visitors, school improvements, reporting to parent opportunities for families as well as any other relevant information.

Trips and Visitors

* Primary 5 completed their swimming lessons organised by Active Schools. Thank you to the helpers who supported walking them up to school.
* Tempest Photography was in school to take class photographs of Primary 1 and Primary 7
* Staff from Lloyds Register were in school to meet with some pupils undertaking a science and technology challenge
* Primary 1, 2 and 3 children visited the Aberdeen Science Centre for a trip, thank you to our parent volunteers who helped with the trips.
* Primary 7 pupils visited Westhill Academy Library as part of their transition
* New primary 1 and new nursery children and families have visited the school
* Our bikeability training finished and the assessment for pupils took place, thank you to our parent volunteers for supporting this.
* Primary 4 pupils held a sharing the learning event where they sang some songs and shared some activities linked to their current learning
* Our community liason officer from Police Scotland was in school to deliver lessons to primary 6 and 7 pupils on Drugs and Alcohol
* Coaches from Aberdeen Wanderers Rugby Club gave a taster session to primary 6 and 7 pupils
* Bookbug staff visited our ante-pre school children in the nursery
* Primary 2/3 and primary 3 had a session in Arnhall Moss led by the RSPB
* Primary 5 classes have had taster sessions in Club Golf from members of Westhill Golf Club
* Primary 7 pupils transitioning to Westhill Academy have spent time visiting the school and meeting some of the staff.

Staffing

* Mrs G. Reid has returned from maternity leave and will be teaching P6P on a Thursday/Friday for the rest of the week
* Mrs Crockford will return to her post as lead practitioner in our nursery next week following her maternity leave
* Mr Conner, our school janitor, is off work at present and we are grateful to the supervisory janitor, Doug Findlater, in supporting Elrick School along with his other commitments at Westhill Academy.

School Improvements

Since the last Parent Council meeting, the school community has been working on the following improvements:

* Transition for pupils into nursery, into primary 1 and onto secondary school. We have had a number of transition events and meetings to support children into their next stage of learning
* We have sent out a questionnaire to all parents to evaluate the current year school improvement plan, we will look at the feedback from this along with our evidence and feedback from staff and pupils to determine next year’s priorities
* Primary 1 staff and members of the senior management team have attended further emergent literacy training
* We held a presentation and workshops for parents and are looking at how to build on this for the following year
* 2 head teachers visited as part of a self-evaluation visit and spoke to parent council, pupils and staff about feedback. Evidence from this visit will support the school improvement plan for next year.
* Admin staff and myself have completed our annual financial regulation training
* We have begun the process of moving towards the new computer and telephony system. We will be moving to Skype telephony towards the end of the year and this will involve a new school phone number.

Reporting to Parent Opportunities

As part of being a parent at Elrick School we try to provide a range of opportunities for you to find out about your child’s learning both as an individual and as part of their class. Recently, we have:

Please remember that if you do want to discuss anything about your child, please contact the school.

**Funding requests**

Funding requests were made for and were approved

£ 550 for Junior Librarian

£ 30 for clothes rail

£ 40 for Football trophies

**Treasurer’s report**

Bank balance as of 8th May is £24.601.57 with approximately £832 to be still cashed away.

Fun day made a profit of £ 5800. This could have been more but given the weather on that day and the loss of the alcohol license, the school yet generated a decent amount.

£ 1080 has been paid out as expenses for the school trips

£ 550 paid out for the Reading Cloud.

£ 1800 will have to be paid out in the next year towards Xpresso

£ 500 will be coming from Nexen in the next few weeks towards the P5 football team

**Fundraising**

Bags2school – Date of collection is 18th June (tomorrow). Bags will be collected at 9am.

Summer dress down day – Is scheduled for the 28th June

Fun day date – Potential dates were discussed for next year’s fun day, 9th, 16th or 23rd May, however consensus was for 6th May. Watch this space for more information. Bouncy Castle and Rotary have been booked for the same.

M and S bag pack – Last year the bag pack was on Christmas eve, which happened to fall on a Monday. We struggled to get volunteers since it was a working day. This year the Parent Council are planning a date for the weekend, potentially Sat 21st Dec 2019.

**Other**

Christmas Fayre – Parent Council are planning a Christmas Fayre for 2nd Nov, 2019 11.00 to 1.00 pm. This will be for all the classes. External stalls will also be there.

**AOCB**

Mrs. Drummond requested if in the future, we could get the Agenda out a week before the actual Parent council Meeting rather than leaving it later on in the week just before the meeting.

The nursery is due its Care Inspection imminently. Questionnaires for parent/staff will be coming in soon. Not all parents get the questionnaires, they are randomly selected.

**Next Parent Council meetings**

This was the last Parent Council Meeting for this academic year. Please note the date for the annual general meeting (AGM) has been set to 12th Sept at 6.30 pm. We hope to see as you all!

**Table of Actions**

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| Ref No | Date Raised | Action | Owner | Status |
| 0618-02 | 14/06/2018 | Replacement of Trophies – contact locals business for sponsorship  | Kay Grieve | In progress |
| 0618-04 | 14/06/2018 | Playground – condition of surface to be discussed with BSO and council roadsweeper to be requested | Mrs Drummond | In progress |
| 0918- 01 | 19/09/2018 | Replacement of trophies–Letter to be drafted to local company | Fiona | In progress |
| 0918-02 | 19/09/2018 | Get in touch with AFC community trust regarding fundraising | Fiona | In progress |