**ELRICK PRIMARY SCHOOL PARENT COUNCIL MINUTES**

**Tuesday 10th March 2020, 6.00 pm**

Location: Elrick Primary School

Attendees: Claire Taylor (Chair), Fiona FitzGerald (Vice Chair), Monique Blair (Secretary), Jackeline Rodrigues), Alessandra Savassi, Bruce Bain, Shalaka Samant, Christina Daniel, Mrs Fiona Thomson (Head Teacher), Miss Jenny Anderson (Depute Head Teacher), Mrs Carly Neave (Acting Principal Teacher), Cllr Ron McKail, Cllr Alistair McKelvie

Apologies: Lauren Wade (Treasurer)

**Approval of January Meeting Minutes**

The minutes were agreed to be accurate.

**Review of Actions from January Meeting**

* 0618-04 The playground has now been swept.
* 1119-03 Respect Me have a training course available 9th September. Proposal that one member of staff and one parent attend.
* 1219-01 Parking & Safe Driving Campaign. There will be a Road Safety Event w/c Monday 4th May which will be similar to the one recently held at Westhill Primary involving the local police and the Elrick Health Club. Miss Ford and Mrs McKelland are co-ordinating.

**Nicola Christie – Support Services Co-Ordinator**

Nicola has just taken over this role and provided updates on the following areas:

* Playground – A project to resurface the playground will be considering in 2020-21 by the Property Prioritisation Group. This will include obtaining a quote from a council provider. In the meantime we can continue to request sweeps as and when required.
* Trees – Hazel Hall will be asking Landscape Services to risk assess the trees to see if any need felled due to being unsafe.
* Leaves – the Supervisory Janitor has been in to assess. All network janitors will come in and clear all the built up leaves within the next week or two to give us some breathing space. This will hopefully assist with the blocking of drains which leads to flooding.
* Roof – this is part of planned maintenance for this year. If approved by Garioch Area Committee on 17 March the entire roof will be replaced in the summer. This will take the entire summer holidays plus into the new term.
* Toilets – the Learning Estates Team have reviewed the toilets and the number is sufficient for the school roll. Replacement of the ones that were not done last year is with the Property Prioritisation Group to be considered for 2020-21.
* Building Cleanliness – If there are any specific areas that we are concerned about we should ask our janitor to speak to the supervisory janitor. Since the annual summer deep clean was cancelled due to budget constraints it is much more difficult for the cleaners to maintain a good standard. Mrs Thomson to find out how much a one off deep clean will cost.
* Annual Inspection – the condition survey is done by Property Prioritisation Services. Elrick is performing well with minor problems. The results of these surveys are available in the public domain.
* Fencing – Cllr McKail asked why the school is not completely enclosed by fencing. Crombie Primary is the same. Nicola will investigate.

**Treasurer’s Report**



**Head Teacher’s Report**

Mrs Thomson gave a presentation on her vision for Elrick.

**Issues Raised via Class Reps**

* Glee Club – parents have provided overwhelmingly positive feedback. A suggestion has been made to hire a bus for all parents/pupils next year to be paid for by parents.
* Staggered Finish Times (P1-3 3.05pm, P4-7 3.20pm). Mrs Thomson advised that these will likely be reviewed as a result of the extended nursery hours. The parent forum will be consulted as part of this.

**Grants**

Fiona Fitzgerald provided an update.

* DNV have awarded us £1500 to “green” our activities.
* Institute of Physics have awarded us £590
* Applications have been made to:
	+ Budge £700
	+ Mary Salmond Trust £500
	+ David & June Memorial Trust - £630 for outdoor musical instruments
* Fiona will contact TAQA to see if they have any reception furniture available for donation as a result of their office move.

**Fundraising**

* Fun Day Planning – Claire provided an update on the planning. Any relevant guidance with regard to coronavirus will be followed including cancelling the event if required.
* Easter Disco – 25th March

**Requests for Funding**

* 2 x chrome book charging trolleys @£665 each - approved
* Annual Library subscription £550 - approved
* Subscription for Grants £100 - approved
* Fun Day – Raffle Prize of £100 shopping vouchers - approved
* Fun Day – Cinema vouchers £40 (£34.99 from Costco) for Raffle – approved
* Connection for TV in Reception £24 - approved

**AOCB**

* Options for Receiving Card Payments

**Dates of Next Parent Council Meetings**

Friday 1st May at 1.30 pm

**Table of Actions**

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| --- | --- | --- | --- | --- |
| Ref No | Date Raised | Action | Owner | Status |
| ~~0618-04~~ | ~~14/06/2018~~ | ~~Playground – condition of surface to be discussed with BSO and council roadsweeper to be requested. Awaiting a quote~~ | ~~Miss Anderson~~ | ~~Closed~~ |
| 1019-04 | 04/10/2019 | Contact P&J re new outside equipment  | Miss Anderson – Corporate Communications Officer | In progress |
| 1119-01 | 12/11/2019 | Wording of Behaviour Policy | Mrs Thomson | In progress |
| 1119-03 | 12/11/2019 | Contact Respect Me for information on training courses. Update – course available 9th September. | Christina Daniel | In progress |
| 1119-11 | 12/11/2019 | Purchase candy floss machine | Lauren | In progresss |
| ~~1219-01~~ | ~~10/12/2019~~ | ~~Parking Campaign – Health Group and community police~~ | ~~Miss Anderson~~ | ~~Closed~~ |
| 1219-04 | 10/12/2019 | Afternoon Tea – interest to be gauged | Class Reps | In progress |
| 1219-05 | 10/12/2019 | First Aid training – Pam to arrange a date | Pam | In progress |
| ~~0120-02~~ | ~~24/01/2020~~ | ~~Easter Disco – DJ to be booked. Claire to contact Jackeline.~~ | ~~Claire/Jackeline~~ | ~~Closed~~ |
| ~~0120-02~~ | ~~24/01/2020~~ | ~~Fun Day – raffle prize letter to be drafted~~ |  | ~~Closed~~ |
| 0320-03 | 10/03/2020 | Contact TAQA for donations of reception furniture | Fiona | In progress |
| 0320-02 | 10/03/2020 | Cost of one off deep clean | Mrs Thomson | In progress |