**ELRICK PRIMARY SCHOOL PARENT COUNCIL MINUTES**

**Thursday 6th May 2021, 7.00 pm**

Location: via Microsoft Teams

Attendees: Claire Taylor (Chair), Lauren Wade (Vice Chair), Nicola Johnston (Treasurer), Monique Blair (Secretary), Fiona Fitzgerald (Grants Co-Ordinator), Fiona Thomson (Head Teacher), Jill Stockdale (Depute Head Teacher), Jenny Anderson (Depute Head Teacher),Alessandra Savassi, Caroline Noble

Apologies: Christina Daniel (Fundraising Co-Ordinator), Bruce Bain, Cllr Iris Walker, Cllr Alastair McKelvie

**Review of the Minutes of the Last Meeting & Matters Arising**

The minutes were agreed to be accurate.

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| Ref No | Date Raised | Action | Owner | Status |
| 1119-01 | 12/11/2019 | Wording of Behaviour Policy – all staff have now completed anti-bullying training. Policy review in progress. | Mrs Thomson | In progress |
| 1119-11 | 12/11/2019 | Purchase candy floss machine | Lauren Wade | On hold |
| ~~1219-04~~ | ~~10/12/2019~~ | ~~Afternoon Tea – interest to be gauged – see action 0521-03~~ | ~~Class Reps~~ | ~~Closed~~ |
| 0920-03 | 22/09/2020 | Crisp Bag recycling - investigate as to why this isn’t working | Jenny Anderson / Claire Taylor | On hold |
| 1220-01 | 10/12/2020 | Institute of Physics Grant still to be spent. Staff doing an audit of existing equipment. | Fiona Thomson | Open |
| 1220-02 | 10/12/2020 | Numicon Resources – approx £9200. Grant options to be investigated. | Fiona Fitzgerald | Open |
| 1220-03 | 10/12/2020 | Advise David and June Gordon Memorial Trust of the delay in purchasing the outdoor instuments. JA to go ahead and order from TTS. | Fiona Fitzgerald/Jenny Anderson | Open |
| 0221-01 | 04/02/2021 | Advice WECC on the status of the spend of their £500 donation towards picnic benches.  | Claire Taylor/Fiona Fitzgerald | Open |
| ~~0221-02~~ | ~~04/02/2021~~ | ~~Investigate options for Elrick cookbook~~ | ~~Christina Daniel~~ | ~~Closed~~ |
| 0221-03 | 04/02/2021 | Investigate options for 40th anniversary Bag for Life – pre-orders to be taken this term. | Claire Taylor | Open |
| 0221-04 | 04/02/2021 | Start advertising 40th anniversary and look at current pupils interviewing former pupils | Claire Taylor/Lauren Wade | Open |
| ~~0321-01~~ | ~~25/03/2021~~ | ~~Men’s Shed to be approached to see if they can build picnic benches – order placed for 10 benches~~ | ~~Fiona Thomson~~ | ~~Closed~~ |
| ~~0321-02~~ | ~~25/03/2021~~ | ~~Teachers’ expenses to be passed to JA for verification and submission to PC for payment – procdure in place~~ | ~~Jenny Anderson~~ | ~~Closed~~ |
| 0521-01 | 06/05/2021 | Investigate grant applications for gardening and eco projects | Fiona Fitzgerald | Open |
| 0521-02 | 06/05/2021 | Elrick Anniversary Cookbook – template to be emailed out to parents for completion. | Claire Taylor/Christina Daniel | Open |
| 0521-03 | 06/05/2021 | Book a Bag2School Collection | Claire Taylor | Open |
| 0521-04 | 06/05/2021 | 40th Anniversary Afternoon Tea – look at venues and available dates  | Christina Daniel/Nicola Johnston | Open |

**Head Teachers Report**

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, remote learning and engagement, school improvements, reporting to parent opportunities for families as well as any other relevant information.

Staffing

* We are delighted to have all staff return after the Easter holidays and pleased that Miss Rebecca Ford is back following her maternity leave. Miss Ford will be supporting in P2/3, 3 days a week.
* We hope to have confirmation of our staffing complement for session 2021/22 in the next few weeks.

School Improvements

The roof work is confirmed with a start date of 31st May 2020. P7 pupils will be relocated to the Community Wing at Westhill Academy for the 3-week duration.

The main school roof will begin in July and is expected to take 12 weeks to complete.

Men shed have agreed to build 10 picnic tables/benches ready for the start of the new school year.

Bookbug has been purchased with both online and physical materials available to support literacy and reading.

We have now registered for both the Wellbeing Award and Leading Parental Partnership Award and will be establishing working groups to take this forward.

Easing of restrictions

Transitions – We have been advised to plan for the level we are in just now and not set our expectations too high this year and commit to activities that we may not be able to deliver. Planning a virtual programme but with the hope that we may be able to offer something face to face before the end of session

After School Clubs/Activities – National guidance around sports activities etc has changed and we are expecting things to start reopening. At the moment, we are still being told by the NHS Health Protect Team to keep children in their zones/bubbles both indoors and outside. Until this advice changes, we will have to adhere to this guidance.

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.

* Annual reports are currently being review by the SLT and will be issued to pupils to take home on Friday 14th May.
* Parent consultation meetings are scheduled for the week beginning the 24th of May – flexibility around appointment dates and times as still to be done virtually.

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

**Financial Report**





**Grants**

Grant applications have been paused until all grants already received have been spent.

Jill Stockdale is interested in any grants available for gardening and eco friendly ideas. Fiona Fitzgerald to action.

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| Grant FundsUpdated 03/05/21 |   | Proposal | Spent | Remaining | Actions |
| Mary Salmond | £500.00 | Community Playthings for P1  | £500.00 | £0.00 | Fiona F to feedback and close  |
| DNV | £1,500.00 | Chrome books | £1,500.00 | £0.00 | Fiona F to feedback and close  |
| Institute of Physics | £590.00 |   |   | £590.00 | Fiona T advised there is a list from Emma that she will get purchased |
| David and June | £550.00 | outdoor musical inst |   | £550.00 | Jenny to purchase |
| Maths | £400.00 |   |   | £400.00 | Already approved for Numicon |
| DPD | £1,300.00 | Park Smart Signs / P1&2 playthings etc | £659.40 | £640.60 | remainder to be allocated to Men Shed for the additional picnic benches |
| WECC 2020 | £500.00 | Outside benches |   | £500.00 | Fiona T met Men Shed 20/04 |
| TEPUK | £1,100.00 |  PrimEd boxes £600 and Mindfullness £500 | £1,100.00 | £0.00 | Fiona F to feedback and close |
| Garioch Area | £208.00 | Playdough |   | £208.00 | Playdough to be purchased |
|   | £6,648.00 |  | **To Be Spent** | **£2,888.60** |  |
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**Fundraising**

* Elrick Cookbook – Christina is looking at options and putting together a template for recipes. The template is to be issued by the end of May and returned before the end of term so that the printed cookbook is available at the start of next session.
* 40th Anniversary Bag 4 Life – Agreed to be red bag with gold logo.
* Anniversary Afternoon Tea – agreed to hold in September/October if restrictions allow. Christina and Nicola to look at venues and available.

**Requests for Funding**

* Bag4Life Initial Outlay, £1829 – not approved. Agreed to take pre-orders for bags so that we do not have stock left that we cannot sell. Bags to be ordered this term.

**Items Raised via Class Reps**

Rag Bin Emptying & Facebook Advertising

School will advise when the bin has been emptied so that we can advertise on Facebook. Also agreed to book a Bag2School collection.

**AOCB**

P1/2 Access to Field Equipment

The class are keen to be able to use the play equipment which is not currently in their zone. Mrs Thomson explained that there are 4 zones at break and lunch (2 in the playground, the equipment and the football on the field). Each year bubble must remain in their own zone at this time as per the guidance. However classes will start using the other outside areas during class time to ensure that all children get a chance to use the equipment.

**Dates of Next Meetings**

Thursday 17th June at 7pm via MS Teams