



**Minutes of the St. Mary's Episcopal Primary School Parent Council  
Held on Wednesday 8<sup>th</sup> March 2017 at 6.30pm**

**Present:** Pauline Darnbrough, Fiona Frize, Jenny Kinvig, Liz Owen Alison Sammut, Mary Toop, John Ure, Heather White

**Apologies,** Hanneke Booij

Item	Minute	Action
1.	<p><b>Apologies</b> Apologies were given as above.</p>	
2.	<p><b>Previous Minutes</b> The minutes of 11<sup>th</sup> January 2017 were approved.</p>	
3.	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>- Discussion about potential solutions to ensure the safety of pedestrians and cyclists emerging from the end of the lane onto Smithy Loan. Agreed to investigate signage to indicate no cycling in the lane – Nick Green – still waiting for quotations. Liz will get an update. - <b>Liz Owen – ongoing. In terms of improving safety in the lane, the hedge has been cut and the speed ramps have been installed. Signage options for Smithy Loan will be discussed with the Peer Supporters and then ordered. Liz will suggest a 'cyclist dismount' sign for the lane and a 'beware of pedestrians' sign for the path leading from the manse down to the hall. Mrs White asked for it to be noted how fantastic Nick has been in accommodating the children and the changes that have taken place with the outdoor space next to the manse.</b></li> <li>- School Meal Arrangements –Michael Boyle is the SC rep who approves payment for the school hire of the hall and he has that funds will be made available to purchase new tables and chairs to improve the dining experience. Investigations are now taking place into deciding upon the most appropriate chairs and tables that need to fulfil a number of needs. - Mrs White - Michael Boyle is no longer the SC person responsible for facilities management, Mrs White will continue the dialogue with the new member of staff. – <b>Mrs White – ongoing. The new person is in post and has been to assess the dining room and will communicate recommendations with Mrs White.</b></li> <li>- An error has been made by the bank and the process for opening the bank account needs to be started again – <b>John Ure. – see below</b></li> <li>- The Parent Forum were consulted regarding the constitution change and 100% of those that responded agreed with the amendment - <b>Fiona Frize will implement this change. Mary Toop offered to do this - Mary Toop</b></li> <li>- Mrs White also raised the point that if families are having difficulties or challenges with regards to homework that they should come and speak with the class teachers in the first instance and then herself so that solutions can be found. Parents did mention that children had spoken of a 'black book' in P5/6 and children having to explain why homework has not been completed. Mrs White said she would investigate this. <b>A recent newsletter explained the stance the school has taken regarding homework and the adjustments that have been made. There hasn't been any feedback from parents concerning the changes with homework other than a parent being pleased on receiving confirmation that the P7 personal project will continue. It has been noted that there has been an increased attendance at homework club. The parent focus group that met</b></li> </ul>	<p>Mrs White Liz Owen</p> <p>Mary Toop</p>

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4	<p><b>on 1/3/17 proved to be productive and supportive.</b></p> <p>-Fiona is going to suggest to those that raised the issue of maths teaching strategies speak directly to Mrs White – <b>Fiona Frize. Done. There was further discussion regarding maths teaching and the curriculum. Mrs White gave explanation of the maths teaching and the context and strategies that are embedded within the curriculum to ensure robust teaching is in place. After the Learn It/curriculum evening, parents will be asked if any further information is required.</b></p> <p>- Parking signs – It was suggested that the use of the word 'respect' would have an impact. Mrs Kinvig will pass this onto the junior road safety officers who are part of the peer supporters. <b>Done</b></p> <p>- Another suggestion was to ask the police to drive down Smithy Loan just before 9am, Mrs Kinvig said she would investigate this suggestion. <b>Done</b></p> <p><b>Treasurer's Update</b></p> <p>The current balance is £7479.30, the total income from the various Christmas activities was: -</p> <table border="0" data-bbox="245 712 662 813"> <tr> <td>Christmas Fair</td> <td>£2,396.18</td> </tr> <tr> <td>Pop Up Cards</td> <td>£43.72</td> </tr> <tr> <td>Christmas Cards</td> <td>£545.65</td> </tr> </table> <p>A whole school trip, matched funding for the cycle shelters, (£1000) and a contribution towards the outdoor kitchen from the PC of approximately £3000 will be possible due to the generosity of parents and support of the school.</p> <p>The new bank account is now up and running.</p> <p>Mrs White is going to check that Mrs Mackie is keeping a record of the income from PC into the school account.</p>	Christmas Fair	£2,396.18	Pop Up Cards	£43.72	Christmas Cards	£545.65	Mrs White
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5.	<p><b>Fundraising</b></p> <p>There will a daffodil tea on 31/3/17, the Easter service is at 1.45pm followed by the daffodil tea, there won't be any charge for this event.</p>							
6.	<p><b>A.O.B.</b></p> <p>On behalf of the church, Liz asked if, when using the church hall people can make careful use of the recycling facilities.</p> <p>Mrs White will hopefully will have the confirmed P1 numbers soon. Once numbers are confirmed Mrs White will be able to plan the classes, allocate teachers and inform parents.</p> <p>Following the event on the 22/3/17, evaluation questionnaires will be sent home to parents to help identify priorities for next session. Having gathered the data, Mrs White will host another parent focus group to consider the school improvement plan. The focus group will meet on 19/4/17 at 7pm</p> <p>The Care Inspectorate made an unannounced visit to the nursery on 24/2/17, the inspection seemed to go well and a report will be issued in due course.</p>	Mrs White						
7.	<p><b>Date of Next Meeting</b></p> <p>Wednesday 3<sup>rd</sup> May 6.30pm</p>							