

Abbeyhill Parent Council Meeting

Date: 03.04.2019

Venue: Abbeyhill Primary School

Minutes By: Karen Ridgewell



ITEM	DESCRIPTION	ACTION
	PRESENT	
	Simon Preston (SP) Chair	
	Ann Pratt (AP) Treasurer	
	Karen Ridgewell (KR) Secretary	
	Vlad Hasiu (VH) PC Member	
	Janina Costa (JC) PC Member	
	Illiyana Nedkova (IN) PC Member	
	Dimitra Trivilou (DT) Parent	
	Mel Chuprasova (MC) PC Member	
	Sally Ketchin (SK) Head Teacher	
	Apologies	
	Charlene Kay (CK) Secretary	
	Keith Martin (KM) Principal Teacher (P7)	
1.0	Welcome by the Chair	
1.1	<ul style="list-style-type: none"> SP welcomed and thanked all for attending. Apologies and introductions were made. 	
2.0	The Role of the Parent Council	
2.1	<ul style="list-style-type: none"> Role of the PC discussion was not discussed on this occasion as all present are aware. 	
3.0	Previous Meeting Actions	
3.1	<ul style="list-style-type: none"> Holiday cards – KR advised has the details of the previous company used & that if the decision is made to pursue this option in the future, this can be shared 	
3.2	<ul style="list-style-type: none"> Scoosh – JN attended the Scoosh Board Meeting 03.04 and provided an outline to the Boards discussion regarding the provision/support for Abbeyhill. This is ongoing and will be further discussed/pursued by SK and the PC, when more information is available it will be shared with the parent forum. Note Scoosh Board meetings are the 1st Wednesday of the month. 	SK
3.3	<ul style="list-style-type: none"> SK issued feedback on the Parent Lunch, response awaited 	SK
3.4	<ul style="list-style-type: none"> SK to provide an update on the CEC visit relating to waste and recycling 	SK
3.5	<ul style="list-style-type: none"> SK to confirm Santandar volunteer hours & the potential for moving the fence to the Nursery play area boundary 	SK
3.6	<ul style="list-style-type: none"> SP to pursue the new contact at Sainsburys to see if an AH focused packing event would be possible 	SP

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3.7	<ul style="list-style-type: none"> SP to confirm whether the option to pursue AH as an option in a supermarket token vote 	SP
3.8	<ul style="list-style-type: none"> Laing O'Rourke covers and loose parts contributions to be chased by SP 	SP
3.9	<ul style="list-style-type: none"> SP has continued work on potential school clubs, please refer to item 10.0 	SP
4.0	Chairs Report	
4.1	<ul style="list-style-type: none"> Lidl contact visited the cooking kitchen and delivered a number of gifts including equipment and food storage, thanks extended to the Lidl team for their continued support. 	
4.2	<ul style="list-style-type: none"> Thanks extended to everyone the contributed to the Talent Show, the Thank you card for the staff and pupils was shared 	
4.3	<ul style="list-style-type: none"> Thanks extended to IN for the continued fundraising, most recent success has been the award of £750 by Young Scot. 	
5.0	Treasurers Report	
5.1	<ul style="list-style-type: none"> Current balance is approx. £5k 	
5.2	<ul style="list-style-type: none"> Committed spend is allocated to the Colony of Artists, the Young Scot project, Abbeyhill Decides and the playground redevelopment 	
5.3	<ul style="list-style-type: none"> Talent Show outstanding invoice associated with the camera hire, to be paid when received 	
5.4	<ul style="list-style-type: none"> Abbeyhill has an Easy Fundraising account, which has raised @£50. Linking account to be identified, SP to sw LT 	SP
6.0	Head Teachers Report	
6.1	<ul style="list-style-type: none"> Thanks offered to all involved with the Talent Show, which was an immense success. 	
6.2	<ul style="list-style-type: none"> Staffing for the next academic year will be confirmed next term 	
6.3	<ul style="list-style-type: none"> The current P1 intake is looking healthy, it is anticipated that we'll have a full class 	
6.4	<ul style="list-style-type: none"> The Nursery capacity will increase to 64 full time places from August 19 and will require a staff number increase, by 1. 	
6.5	<ul style="list-style-type: none"> SK confirmed the cooking classroom is being well utilized and that each class is getting involved. 	
6.6	<ul style="list-style-type: none"> SK is pursuing BBC Live Lessons in light of the 24,000 straws the school have collected. 	
7.0	Curator in Residence Report	
7.1	<ul style="list-style-type: none"> Please refer to appended summary provided by IN 	
8.0	Playground Improvements: Phase 2	

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8.1	<ul style="list-style-type: none"> Additional line painting is proposed for the weekend 6th May 	
8.2	<ul style="list-style-type: none"> Shed audit volunteer has been identified and will carry out the clearance next term 	
8.3	<ul style="list-style-type: none"> Spring Clean Up Day is proposed for Sat 11th May (should weather be adverse, an alternative of the 25th is earmarked) 	
8.4	<ul style="list-style-type: none"> SP/SK met with Michaela Lyons, School Estate Planning Officer to review the school grounds. Discussion are ongoing regarding the ground surface finish required post demolition. Michaela also confirmed the demolition work will be undertaken by CEC this summer. SK to respond to Michaela on surfacing options. <p><i>*Post Meeting Note – KR to contact SK to see if further assistance on ground build ups/ surfacing can be collated in time to influence the CEC programme/plan of works</i></p>	KR
8.5	<ul style="list-style-type: none"> Michaela provided SP with a copy of the CEC 'Vision for School Grounds' document. A copy can be located here (please see page 43 – 56) Any comments/observations etc. please pass on to SP/KR 	All
8.6	<ul style="list-style-type: none"> GRAHAM Construction (contractors currently working on Meadowbank) have offered further materials and hours to assist with works with the footprint of the Janitors House post demolition having previously supported with the Bug Hotel, contributions to school assemblies, loose parts play & supply of logs. SP to continue liaising 	SP
8.7	<ul style="list-style-type: none"> SP confirmed PC post holder discussion on the development of a 1, 3 and 5 year plan for the continued development of the school grounds. 	All
9.0	Events Update	
9.1	<ul style="list-style-type: none"> Abbeyhill's Got Talent <p>Event was a great success, thanks offered to all that arranged, participated, attended and help with the event.</p> <p>The event was also a financial success, funds raised not only covered the costs, but also generated a profit.</p> <p>MC advised thank you card is being worked on by KM/P7 and will be issued to all raffle prize donators, venue staff etc.</p>	
9.2	<ul style="list-style-type: none"> Garden Party <p>MC is working on the arrangement, will confirm planning meeting date in the coming weeks.</p> <p>KR advised gazebos for previous events were provided in kind by the Edinburgh Markets. MC to sw Jacks mum Donna to see if it would be possible this year.</p> <p>SK advised no bouncy castles are allowed within CEC school grounds – MC confirmed there is no plan to have one.</p>	
10.0	New School Clubs	
10.1	<ul style="list-style-type: none"> Responses received to SP's call for suggestions or assistance with school clubs and continues to engage with external providers. Current proposals include: Recorder, Spanish, Computer Explorers (P1-3), 	

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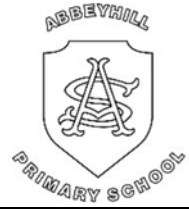
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	Irish Dancing, Abbeyhill Football Team, Supper/Dining Club, Capoeira and Art.	
10.2	<ul style="list-style-type: none"> Parent/carers volunteers will required PVG's to offer assistance within the school, this is currently ongoing 	
10.3	<ul style="list-style-type: none"> SP noted Scottish Government legislation on languages within Primary Schools and advised one language to be introduced from P1, with an additional language in P5. SP to discuss further with SK and return with next steps at next PC 	SP
11.0	New Projects	
11.1	<ul style="list-style-type: none"> Abbeyhill Decides – funds (3 x @£120) are being distribute as follows: Nursery & P1 – Art Materials P2 – P4 – Educational Games P5 – P7 – Science and Technical Equipment 	
11.2	<ul style="list-style-type: none"> Calendar Funds – current proposal is to save funds raised (@£1000) and to add to them this current year & potential fund something of a larger size in coming years. 	
12.0	Litter on Surrounding Streets	
12.1	<ul style="list-style-type: none"> SK confirmed a litter pick is being arranged for next term – Pupil Council 2 minute street clean 	
12.2	<ul style="list-style-type: none"> KR advised of previous song/film made by the school on litter picking in Abbeyhill & will seek link from OR. <p><i>*Post Meeting Note – the 'Clean Streets' video can be located here</i> https://youtu.be/2CiRr-7TN4I</p>	
13.0	Outdoor/Out of Classroom Activities	
13.1	<ul style="list-style-type: none"> AP requested confirmation of the provision of outdoor and out of classroom allocation for the current P1 class. SK confirmed access to specialist PE sessions with Mrs Souness is fortnightly and that the P1s currently receive 46 minutes a day (statutory education is min 2 hours a week). SK to further confirm details of time outside and out of class with Miss Howson and share with PC. 	SK
13.2	<ul style="list-style-type: none"> AP noted that Woodland Wednesday last occurred on Dec 5th. Communications requesting parent volunteers has improved, weather and clothing/footwear remain as a barrier. AP requests the PC consider purchasing wet weather suits/wellies. AP to compile costs for discussion and PC funding vote. 	AP
14.0	Any Other Business	
14.1	<ul style="list-style-type: none"> MC queried timing on the relocation of the painted fence to the Nursery play area. SK advised likely to be after next term 	
14.2	<ul style="list-style-type: none"> VH/MC/CK to draft summary notes of lessons learnt from the Talent Show 	VH/MC/CK
15.0	Next Meeting Date	

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11.1	Wednesday tbc May 18:30 – 20:00 P7 Classroom	