

Abbeyhill Primary School

Parent Council Meeting

Wednesday 10th September 2014

Present: Sally Barker (Head Teacher), Lynsey Stewart (Teacher), Chris Byrne, Charlotte Intihar, Di Falck, Matthew Edmondson, Yvonne Houston, Lisa Tansey, Janina Costa, Francesco Carnevali, Eduardo Mateus, Eric Freund, Ashish Sule.

1. Welcome

Chris introduces the meeting. The roles of each of the office bearers are explained. The meeting is invited to nominate officers, there is voting, then meeting is convened.

AGREED: CB to remain as Chair

AGREED: DF to remain as Treasurer

AGREED: Matthew Edmondson as Secretary

2. Discussion: The timing of the next five meetings.

AGREED: 1830

3. Discussion regarding childcare during meetings.

- Sally offers to investigate historical practice and any liability issues towards running a 'creche' in school and report back.
- In the past it was an informal arrangement, and the school paid a member of staff.
- Traditionally numbers of participants dwindle over the course of the year.
- Is the meeting excluding anyone due to lack of childcare or timing of meeting?
- The meeting is on a Wednesday since the school is already open (cubs & beavers)
- The Parent Council is a member of Scottish Parent Council and is likely to have some liability as part of that.

AGREED: Look into providing childcare on demand or provide for alternating meetings.

4. Proposal to re-instate the 'Suggestion Slip' system as a means for parents to engage with the parent council.

AGREED: Char volunteers to make the suggestion box.

Box to be sited in administrators office. Nursery parents to pass suggestion slips to nursery staff in an envelope

5. Discussion: using email as communication tool between parents and the parent council.

Chris informs us that the systems have been set up last year in an experiment. The email systems are still in service but remain unused. AGREED: stay in touch via email. List circulated.

6. Discussion: Issues surrounding communication between parents and school.

An example was cited where:

- a) no information about an event
- b) short notice

Furthermore there are issues due to the number of communication channels, i.e. letters, white-board and word of mouth.

AGREED: Request for this to be reduced to one channel of communication.

Sally apologised for missed letters and is looking to implement ParentMail.

7. Discussion: Could 'Meet the Teacher' take place before the start of the academic year?

Sally did not want to put too many changes in during her transition period, however this idea can be reviewed at Easter.

8. Discussion: School Lunches - ensuring that children eat healthily.

Concern was expressed about children's eating choices and availability of less healthy options such as 'pizza'.

Response: The school encourages healthy eating and it will be implementing a food ordering system in January. There will be a three week rota and pizza will be on the menu once per week. Implementation of the ordering system will be an administrative challenge.

Parents should take up any concerns about food quality with Edinburgh Council.

9. Head Teacher's Report (abbv.)

- The Safer Streets application has been submitted with additional information added by myself and Chris
- A P6 teacher has been appointed, Keith Martin, and he will start either the week before the October break or the week we come back
- The Parent Council gift of £500 will be spent on new reading books and Mrs Evans is leading on this. We also have just under £500 raised through the Scholastic book fair which will be spent on updated non-fiction books.
- We expect the swimming pool to be back in action by the end of the month following tile repair and an improved filtration system being fitted
- The tender for the works on the windows was put out over the summer holidays and work should begin imminently with a finish time of Christmas at the latest.