

Abbeyhill Primary School - Parent Council Meeting

21/01/15

1. Present: Sally Barker (Head Teacher), Lynsey Stewart (Teacher), Chris Byrne(Chair), Charlotte Intihar, Matthew Edmondson(Secretary), Janina Costa, Illyana Nedkova-Byrne, Eduarda Mateus, Di Faulk(Treasurer), Eric Freund.

2. Previous Minutes

Approved

3. Matters Arising

- Swimming pool has been operational since November
- Sally has cleared the Parents Council notice board. Bring any items for the notice board in and hand into the office. Mr. Forest has the key.

4. Treasurer's Report

4.1. Treasurer is stepping down

- The committee thanks Di Faulk for her support.
- A new Treasurer is being sought
- There may be some school support with some of the associated formal duties.

4.2. Potential TSB financial support

- To be investigated

4.3. Paperwork passed onto CB.

- One bank statement missing (July/August). (The statement contains 3 transactions. These are already in the accounting spreadsheet)

4.4. *TODO Update Signatories.*

- Currently signatories are Charlotte Intihar and Chris Byrne.

4.5. *Illyana thanks the school on behalf of the Artists in Residence project.*

- The schools' support with business administration aspects were very helpful.

4.6. *Christmas Fayre*

Takings	£465.40
Expenses	£72.20
Banked	£392.38

Current Bank Balance: £2929.86

5. Head Teacher's Report

5.1. *Home/school communication in the Nursery*

Learning Journals are being used in the Nursery instead of the traditional All About Me books. David Clark came in to talk about them with parents in November and we had a small but enthusiastic group of parents who attended. We still have less than 50% of parents signed up to access them and there will be a drive shortly to promote this through Stay and Play sessions.

5.1.1. Question: When does access to the data disappear?

A. It's doesn't if the child remains in the scheme.

5.1.2. Who owns the data?

- To be considered

5.1.3. Question: is there possibility of data overload for teachers?

- The scheme is a trial, so adjustments or cancelation is possible.

5.1.4. It is anticipated that Learning Journals will take the place of a report.

- The reports can be exported into a pdf format file.
- The draft guidelines are: there will be a minimum of one comment for each learning area.

5.1.5. Is it secure?

The software has been penetration tested (security tested) by a professional.

5.1.6. Question: Is there an opt-out for anyone who doesn't like the idea of child's data being stored on 3rd party servers?

- A: This scenario has not been necessary to consider yet.

5.2. Email Communication

This has become very frustrating and we are now considering going to ParentMail as options being suggested by the Digital Learning team seem unmanageable for admin staff. Website Mrs Evans completed the move of our website from Schools Online to Wordpress just before Christmas. It is being used well by staff and is compatible with mobile and tablet devices.

5.2.1. TODO mle to report alternative to ParentMail

5.3. Lunches

Free meals for P1-3 came into effect from 5th January and we are currently catering for an average of 40 extra pupils per day. This is putting a slight strain on facilities and I am considering changing the infant lunch time slightly to ease pressure. I'm currently monitoring numbers and will make this decision with staff next week.

5.4. Breakfast Club

Breakfast Club will open after the February break (Monday 23rd Feb) from 0730 and provide breakfast and care until 0855 when staff will ensure that children get to their line on time. Nursery children are welcome with an adult at a reduced cost of £1.50 (price for P1-7 is £2.50)

- NB the early start time of 07:30 is a trial. If there is not a viable uptake then this is likely to be put back to 08:00

5.5. Refitting Janitors house

- it is a listed building
- it is unlikely to be possible due to cost (it has been unoccupied for 10 years and would require extensive work)
- however there is some exploration of funding to enable this to be done.

5.6. Windows replacement work update

The windows replacement programme has started and so far the medical room, Library, Meeting Room and P6 have been done. This is causing inevitable disruption but staff and children are being very stoic and we are all working hard to ensure that the disruption is minimal.

5.7. Security

We have secured funding through the council to upgrade our security systems. During the February break, security doors will be fitted to both buildings which will allow children access to the toilets at break and lunch but no further. Staff will use a swipe card to get in to each building and there will no longer be a buzzer at the back door of the main building.

5.8. Changes to accommodation

Over the February break, works will be carried out to move the office from its current position to where the janitor's office is. Not only will this mean that admin staff can see anyone entering and don't need them to rely on coming to the office but it also frees up a room which could be used as a classroom in the event we are given an extra class next year (proposed P1 numbers will be given to school at the end of January with final numbers confirmed in April). I am moving my office upstairs to the Fresh Start room; my current office will become a meeting room with the small room next to it as a waiting room for visitors. This will also give visitors access to a toilet without them having to go any further into the school. Fresh Start/Support for Learning will move to the Meeting Room.

5.9. Request from Ms Evans & Ms Morgan are due to run Seasons for all group.

- Motion for PC to provide £100 for soft furnishings. (Soft furnishings to be used for other groups too)
 - **MOTION PASSED**

5.10. Scooter pod

- Community Support PayBack
- Offer to have a wooden bike and scooter rack.
- And doing some remedial planting some flowers in the grass area. Near nursery garden.
- MOTION PC requestd to provide funds for materials.
 - **MOTION PASSED.** Maximum budget of £300 agreed.

6. Chair's Report

6.1. North Neighborhood committee meeting on 10th February. CB will attend.

CB questioned certain efficiency savings at their last meeting, but has not received a reply as yet.

6.2. SPTC Information and annual training events.

Several courses: Focus on Communications. Protection of Vulnerable Groups (PVG) for Parent Councils & PTAS, Effective Meetings, Parent Council Essentials.

- Notices advertising the above to go up on notice board.

7. Reports from Parent Council sub-groups

7.1. Garden group

- Dormant.
- Sally may put a call out for informal garden work

7.2. Events

7.2.1. Christmas Fayre

- It was great
- Fun was had
- Money was raised.

7.2.2. Proposal to have another International Day

- Date set Friday 27th March.

7.2.3. Booklet with Community Information being worked on

- Aimed to be ready for new school year

7.3. Artist in Residence Report

by Iliyana Nedkova-Byrne

1. Initial artists-in-residence project funded by City Centre Neighbourhood Partnership with total of £5,000 awarded to Parent Council enabled six artists-in-residence. All projects finished. Dedicated website now accessible through the front page of school's new website!

Outstanding issues/developments:

Illie to submit the end-of-project report to the funder by March 2015 (supported by Linda, Chris and Di)

Marline Foltier Pugh | Smart APPs (Abbeyhill Primary Poets)

- classroom sessions finished with P4 and P5 in November 2014
- visit to Little Sparta by P5 in Spring/Summer 2015 - Ian Hamilton Finlay's largest outdoors artwork (Illie to arrange this)
- walk to Ingleby Gallery for P4 and P5 - representing Ian Hamilton Finlay's estate in Spring/Summer 2015 (Illie to arrange this)
- exhibition of Smart APPs during 10th Colony of Artists 29-30 August as part of
- 12th Edinburgh Art Festival (Illie, Martine + P4 and P5 + class teachers to work on this)
- Visual Poetry educational project for P4 and P5 in development with Scottish Poetry Library (Illie is exploring funding opportunities with Georgi Gill of the Library)

Denis Mallon | 5 video projects with now P5

to be submitted by Hie and Denis for the famous Edinburgh Schools Films Competition

2015 <http://screen-ed.org/2015/01/08/edinburgh-schools-film-competition-2015->launched The deadline is not until 24th April. If selected to be screened during the Edinburgh International Film Festival in June 2015 we may even scoop some of these awards for Primary Schools: Best Animation; Best Original Narrative; The Creativity Award; The Group Effort Award; Best Documentary (Animation or Live Action); Best Film

Nadia Ellingham | Contemporary Art using Chocolate with P7

initial class finished by Nadia and Illie in December 2014 and Chocolate Truffles

- exhibited and sold as part of Make our Five Pounds Grow enterprise project during the Christmas Fair 2014
- On behalf of the Parent Council Illie and Nadia are exploring opportunities for funding and further projects to be part of 10th Colony of Artists 29-30 August as part of 12th Edinburgh Art Festival

2. On behalf of the Parent Council Illie submitted a grant application to **Creative Scotland's Youth Music Initiative** on 26 Nov 2014 for £10,000 towards **5 RSNO musicians-in-residence in partnership with RSNO Engage Programme (Royal Scottish National Orchestra)**. Outcome due end of January 2015.

3. On behalf of the Parent Council Illie is working on a new grant application from **OneCity Trust fund** for another £10,000 towards **5 Polish artists and curators-in-residence** in partnership with **Polish Contemporary Art Organisation** and Polish Consulate. Application due in on 30 January 2015. Outcome: end March 2015

4. On behalf of the Parent Council Illie is working on another new application from **Prince's Foundation for Children and the Arts** for up to **£40,500 towards 3 year contemporary art project with Collective Gallery** and exploring collaboration with **Leith Walk + Broughton Primary Schools**. In the first years all children from our school will experience how the Calton Hill Observatory area is being re-developed by contactors and the gallery staff into a new home for the Collective Gallery. Application due in on 30 January 2015. Outcome: end March 2015

5. Illie and Ms Barker have started developing a relationship with **Talbot Rice Gallery** to benefit all pupils and staff at Abbeyhill Primary School. Talbot Rice Gallery Curators will do an initial presentation at Assembly on Friday, 20th March. Then P4 will visit the gallery (within 1/2 walking distance) on Mon, 23rd Mar, 2-3pm and P3 on 30 March, 2-3 for hand-on experience of Glasgow artist Ross Birrell's solo exhibition. The intention is to

sustain this relationship between the school and the gallery for at least 2 years and beyond.

6. Illie would like to suggest to the Parent Council and all school staff that we introduce **JASS <http://www.jasschools.org.uk/> - an award for recognition of wider achievements for P5 to P7 and recent alumni of Abbeyhill Primary School in S1 and S2.** The ongoing programme of artists-in-residence will benefit from the formal recognition of pupils, staff and parents 'volunteering' under these scheme. Recent alumni Neva Houston and Angel Douglas, both S1, have been recognised for helping with the 9th Colony of Artists at Drummond Community High School but the scheme will make it easier and more popular. We need to identify a parent + a class teacher who could champion the the scheme in our school. There is plenty of help online. Illie & Yvonne (Neva + Lexi of P1) are both interested to help.

8. Parents Suggestions

none

9. Schools Buildings

- Heating issue in an area of the school – not fit for purpose
 - Temporary Gas fires in place
 - Due to be fixed in February break

10. School Travel Plan

- Safer Streets consultation 20th January.
- 3 attendees
- map of plan outside Mr.Forest's office.
- Due to be implemented in August.

11. A.O.B

12. Next meeting date - 18:30 on the 18th March