

## Abbeyhill Parent Council Meeting

Date: 02.05.2018 18:30 – 20:00  
 Venue: Abbeyhill Primary School  
 Minutes By: Karen Ridgewell



ITEM	DESCRIPTION		ACTION
	<b>PRESENT</b>		
	Simon Preston	PC Chair	SP
	Karen Ridgewell	PC Secretary	KR
	Vlad Hasiu	PC Treasurer	VH
	Astrid Gracie	Acting Head Teacher	AG
	Keith Martin	Principal Teacher (P6)	KM
	Charlene Kay	Parent	CK
	Melanie Chuprasova	Parent	MC
	Janina Costa	Parent	JC
	Ali Morris	Parent	AM
	Suz Harkness	Parent	SH
	<b>Apologies</b>		
	James Preston	Parent	JP
	Iliiyana Nedkova	Parent	IN
<b>1.0</b>	<b>Welcome by the Chair</b>		
1.1	SP welcomed and thanked all for attending. Apologies and introductions were made.		
<b>2.0</b>	<b>The Role of the Parent Council</b>		
2.1	<ul style="list-style-type: none"> <li>Role of the PC discussion was briefly outlined for the new attendees.</li> </ul>		
<b>3.0</b>	<b>Previous Meeting Actions</b>		
3.1	<ul style="list-style-type: none"> <li>Pursuit of Awards for All funding will be postponed until a decision is made about what the funds could be invested in within the grounds at a later date as so much is currently being achieved by volunteers. Possibly when the Janitors House has been demolished</li> </ul>		
3.2	<ul style="list-style-type: none"> <li>.KR confirmed contact had been made with CEC. KR to meet with Lindsay Glasgow at 10am on May 15<sup>th</sup> to discuss the CEC budget and programme for the works. KR to advise on outcome of meeting via email</li> </ul>		KR
3.3	<ul style="list-style-type: none"> <li>The CEC missing funds have been located and deposited. All agreed that funds should be spent on a new projector as discussed at the beginning of the school year.</li> </ul>		
3.4	<ul style="list-style-type: none"> <li>Super Saturday occurred and an update will be provided under the Chairs Report on this occasion</li> </ul>		
3.5	<ul style="list-style-type: none"> <li>VH to update signatories on the PC bank account. LB to be removed &amp; SP added</li> </ul>		VH
3.6	<ul style="list-style-type: none"> <li>SP provided a copy of the playground budget to VH in March</li> </ul>		SP

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3.7	<ul style="list-style-type: none"> <li>SP/CH/MP are organizing the Summer outdoor event. Initial meeting planned for May 1<sup>st</sup>. Proposed date is Saturday June 23<sup>rd</sup>, hold the date info to be issued via parentmail etc.</li> </ul>	SP/CK/MC
3.8	<ul style="list-style-type: none"> <li>Busy Bee has been launched – Alison Myres is observing the playground</li> </ul>	
3.9	<ul style="list-style-type: none"> <li>JP has provided guidance on suitable projectors to be purchased with the CEC PC funds, see 3.3</li> </ul>	
3.10	<ul style="list-style-type: none"> <li>Updated Constitution will be addressed under 8.0</li> </ul>	
3.11	<ul style="list-style-type: none"> <li>SP to attempt to recruit 1 parent from each year group</li> </ul>	SP
3.12	<ul style="list-style-type: none"> <li>Volunteers from Santander are going to use their Community Engagement (Santander Discovery Day) hours to paint a mural in the school grounds, date to be confirmed. Thanks to Billy McElhone (P2 Dad)</li> </ul>	
<b>4.0</b>	<b>Chairs Report</b>	
4.1	<ul style="list-style-type: none"> <li>Thanks were offered to all parents, pupils and teachers that attended the Playground Tidy (Super Saturday) on March 24<sup>th</sup>. An incredible amount of work was undertaken with approx. 40 volunteers attending</li> <li>Thanks to the Pupil Council for organising and manning The Bake Sale raised £50.50, They decided to donate 50% to the playground improvement fund and 50% to Marie Curie Cancer Care</li> <li>A 2<sup>nd</sup> follow up Tidy is being planned on June 9<sup>th</sup></li> <li>Thanks to the P1 pupils and parents that organized a separate session to paint the nature garden fence</li> <li>Thanks is offered to Laing O'Rourke &amp; the St James Development who have donated lose parts play, plants and a specially made bird box</li> <li>Thanks is offered to Mr Forrest for erecting the lose parts play storage</li> <li>Follow up task confirmed as: delivery of CEC tree trunks, loose parts amnesty day, line painting, installation of outdoor socket and tap and repair of trim trail</li> </ul>	
4.2	<ul style="list-style-type: none"> <li>Congratulations offered to IN for her latest application for funding from the Polish Consulate for the continued POLSKI project</li> </ul>	
4.3	<ul style="list-style-type: none"> <li>SP has completed the CEC PC School Staff Recruitment training. The PC now has 3 trained members</li> </ul>	
4.4	<ul style="list-style-type: none"> <li>Thanks were offered to AG for her hard work and dedication in running and improving Abbeyhill during her time at the school, it has been a pleasure working with her and we wish her luck with her new position at Wardie Primary School.</li> </ul>	
<b>5.0</b>	<b>Treasurers Report</b>	
5.1	<ul style="list-style-type: none"> <li>Funds deposited:                      £200 for the trip to the Polish Map of Scotland                      £569.80 missing funds from CEC</li> </ul>	

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	£6 for a calendar	
5.2	<ul style="list-style-type: none"> <li>Funds issued: £559.01 to SP for plants, compost, activity boards – the ground improvements £45 to KM for costs (Super Saturday)</li> <li>Total current balance £2886.62</li> </ul>	
5.3	<ul style="list-style-type: none"> <li></li> </ul>	
<b>6.0</b>	<b>Head Teachers Report</b>	
6.1	Pupil Numbers <ul style="list-style-type: none"> <li>158 Primary Pupils</li> <li>50 Nursery Children</li> </ul>	
6.2	School Staffing <ul style="list-style-type: none"> <li>Mrs Ketchin is due to return on Monday 4<sup>th</sup> June</li> <li>Mrs Lansdowne has accepted a post and will be teaching P1</li> <li>Ms Clark has been appointed as EYP in the nursery replacing Mrs Wat.</li> <li>Ms Harbert is currently teaching P4 following Mr Strilich's resignation</li> <li>Mrs Chan is taking P6 every Thursday to all KM to carry out his Principal Teacher duties</li> </ul>	
6.3	Nursery <ul style="list-style-type: none"> <li>Refurbishment of cloakroom and WC's was completed over the Easter holidays</li> <li>Room 1 has been redecorated, new furniture has also been purchased</li> <li>Whilst the nursery capacity is currently 64 children, the current license is for 48. CEC have applied for a variation. The Care Inspectorate are reviewing, this can take 12 weeks. Waiting list places cannot unfortunately be offered until this has been resolved, apologies for the inconvenience this may have caused</li> </ul>	
6.4	School Improvement Plan <ul style="list-style-type: none"> <li>Staff are in the process of evaluating the 2017/18 improvement plan and will meet on the In Service Day on May 8<sup>th</sup> to review. The main messages for the session are: Raising Attainment in Literacy and Numeracy, Closing the Poverty Related Attainment Gap, Health &amp; Wellbeing and Improvement in Employability Skills.</li> <li>A final summary of progress with the current plan will be contained in the schools Standards and Quality Report, which should be published at the end of June.</li> </ul>	
6.5	Parental Engagement <ul style="list-style-type: none"> <li>We are keen to hear your views on our school improvement priorities (including PEF) for next session. A letter is being parent-mailed out to all families, seeking parents' feedback and suggestions. The PC will also be seeking parent volunteers to take part in a small working group</li> </ul>	

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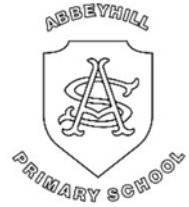


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	to discuss parental views with the Acting Headteacher and Principal Teacher on Thursday 17 <sup>th</sup> May from 9-10.30am. Please contact SP (Chair, Parent Council) if you are interested.	
6.6	<p>Dates for the Diary</p> <ul style="list-style-type: none"> <li>• Saturday 12<sup>th</sup> May – playground – line painting, sand table</li> <li>• Tuesday 29<sup>th</sup> May - Sports' Day in Holyrood Park</li> <li>• Monday 4<sup>th</sup> June – Friday 8<sup>th</sup> June – Health and Activities Week</li> <li>• Saturday 9<sup>th</sup> June – Playground Tidy 2</li> <li>• Saturday 23<sup>rd</sup> June – Summer Playground Party</li> <li>• Friday 29<sup>th</sup> June, 12 noon – Summer holidays!</li> </ul>	
<b>7.0</b>	<b>School Recycling</b>	
7.1	<ul style="list-style-type: none"> <li>• CK raised the lack of recycling present in the school building and grounds. AG confirmed availability of bins and uplift of waste is driven by CEC. CK advised desire to tackle this issue next academic year, KR offered to assist.</li> </ul>	CK/KR
<b>8.0</b>	<b>Update PC Constitution</b>	
8.1	<ul style="list-style-type: none"> <li>• SP has updated the Constitution. Agreed to circulate draft to all for comment and approval</li> </ul>	SP
8.2	<ul style="list-style-type: none"> <li>• SP noted the AGM is planned for June and has requested to be rearranged. No objections were raised; June 20<sup>th</sup> meeting will be an ordinary meeting.</li> </ul>	
8.3	<ul style="list-style-type: none"> <li>• KR confirmed will not be in attendance in June. CK agreed to assume the Secretary from now on. KR to forward templates etc.</li> </ul>	KR
<b>9.0</b>	<b>P4 - Parent Request for Discussion</b>	
9.1	<ul style="list-style-type: none"> <li>• Parents from P4 are present to discuss the teaching arrangements following Mr Strilich's sudden and unavoidable resignation. AG confirmed there is a teacher shortage in Edinburgh and has made a decision to avoid patchwork learning and appoint Ms Harbert for the term to provide stability and continuity to the class. The terms learning has been planned, AG has met with parents that have/had any concerns and is monitoring the situation. Teaching staff have differing approaches and any concerns have been passed to Ms Harbert.</li> </ul>	
<b>10.0</b>	<b>Any Other Business</b>	
10.1	<ul style="list-style-type: none"> <li>• The Book Fair wish list was discussed. Parents are objecting to children being encourage to complete a wish list to bring home, that leads to disappointment. KM confirmed the current supplier does provide funds to the school, in excess of £200. The current procedure and timing of sales will be reviewed.</li> </ul>	AG/KM/SK
10.2	<ul style="list-style-type: none"> <li>• KR requested assistance with the Uniform Sale as she is unable to commit to organise one before the end of term.</li> </ul>	All
10.3	<ul style="list-style-type: none"> <li>• KR requested the MUGA application be returned under previous meeting actions so that it is discussed at each meeting until a plan is in place to obtain/pursue funding. Its continued presence will aid with the</li> </ul>	CK

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	identification of how long we've been working on its possible introduction into the school grounds.	
<b>11.0</b>	<b>Next Meeting Date</b>	
11.1	Wednesday 20 <sup>th</sup> June 18:30 – 20:00 P7 Classroom	