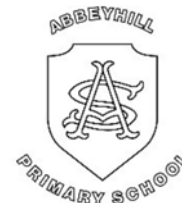


## Abbeyhill Parent Council Meeting

Date: 7 September 2021 6:30 – 8:00 p.m.

Venue: TEAMS

Minutes By: Ali Morris



ITEM	DESCRIPTION	ACTION
	<b>PRESENT</b>	
	Maame Achiaa Agyare	Nursery/P1/P5 teacher
	Mel Chuprasova	PC Events
	Che Finlay	P4 parent
	Abi Flowers	P6 teacher
	Jennifer Graham	P3 parent
	Charlene Kay	PC Chair
	Sally Ketchin	Head
	Keith Martin	Principal Teacher
	Ali Morris	PC Secretary
	Ilyana Nedkova	Curator in Residence
	Ann Pratt	PC Treasurer
	Heather Rikik	P1/P4 parent
	Lindsay & Dan Saunders	P1 parents
	Sian Sefton	Nursery/P2 parent
	Ashley Taylor	P3 parent
	Stefanie Waltonberger	Parent
	Marilyn Wilson	P3/P5/P7 parent
	Ieuan Scott Woodhouse	P7 teacher
	Vijeta and Guarav	Parent
	<b>Apologies</b>	
	None	
<b>1.0</b>	<b>Welcome by the Chair</b>	
1.1	Charlene thanked all for attending.	
<b>2.0</b>	<b>The Role of the Parent Council</b>	
	<p>The Parent Council seeks to:</p> <ul style="list-style-type: none"> <li>• support cooperation and communication between parents and teachers;</li> <li>• discuss issues surrounding the education and welfare of pupils;</li> <li>• promote equality and fairness;</li> <li>• undertake activities that support and advance the education and activities of pupils at the school;</li> <li>• represent the views of the wider parent body.</li> </ul>	
<b>3.0</b>	<b>Minutes of last meeting</b>	
3.1	Agreed. All ongoing action points to be discussed during meeting.	



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ITEM	DESCRIPTION	ACTION
4.0	<b>Key stage reading books – dated content</b>	
4.1	<p>School reading books are wildly out of date, and some have unsuitable/potentially triggering content for a contemporary audience. Last year was agreed to set up a group of parents to go through the books and check each one, starting with those on the syllabus.</p> <p>A call was put out for volunteers at the end of last term and a number of people offered. That was put on hold over the summer and will be restarted this term. Sally and Sian to work out next steps.</p>	SK/SS
5.0	<b>Janitor's House/Playground quiet area</b>	
5.1	<p>Janitor's House is now demolished, though the space is not secured for access. Work has slowed down because the kids are back and playground in use. More is due during the half term holidays.</p> <p>CEC was going to tarmac over it but Sally has requested that it be grassed instead. Once done that she plans like to put it out to the wider school community to think about what we would like to do with the space, as there are a few different ideas already (loose parts place, mindfulness space). Rare opportunity to give people a say.</p> <p>No clear timescales in place. <b>Future action for Sally.</b></p> <p>Question was raised about the damaged trim trail: noted that the kids love the area but it's very expensive to repair. It's installation was paid for by the PC years ago but no funds were set aside for maintenance or repairs. The current policy is removing parts as they break.</p> <p>Agreed that it would make sense to look at this whole area of the playground. Noted that the PC has some general funds that it could contribute, or could fundraise. <b>To be carried over to future meetings as standing /hanging item.</b></p> <p>Sian raised concern that having extra playground space would lead to CEC putting in temporary classrooms. Sally reassured that we have plenty of additional classroom space should it be needed, and no need to worry about that.</p>	<p>SK</p> <p>AM</p>
6.0	<b>Road safety at Brand Place school gate</b>	
6.1	<p>This topic was originally raised in response to the new Covid secure drop off and pick up rules. The Brand Place entrance was felt to be very dangerous, particularly under the railway bridge where the pavement is very narrow and at the back of the school with traffic going through narrow pavements etc.</p> <p>Following previous discussions, Ann was provided with names at the Council with whom to raise the issue but has received no responses to repeated emails. There's also been no response from the people within the police who also cover our area. Quite a frustrating situation.</p>	

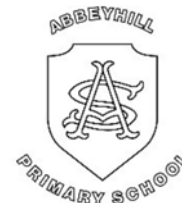


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ITEM	DESCRIPTION	ACTION
	<p>Sally advised that in 2013 there was a road safety pilot at the front of the school and the question was raised about back: at that time the Council response was that it is too busy a road and the pushback from the local community would be too big. Sally to raise the issue again. Noted that it is now a bigger problem than before because of the greater numbers of people gathering at that gate due to Covid pickup requirements.</p> <p><b>Ann to contact local councillors</b> to escalate the enquiry. <b>Sally to contact Alison Dickie, Vice Convenor of Education.</b></p> <p>Agreed that this may need a bit of a campaign from parents: PC to draft a template that people can copy and forward/or a petition and get parents and carers to sign/advertise on social media channels.</p> <p>Query raised whether in the short term the positioning of the crossing guides can be changed to ensure there is always someone at the Brand Place entrance. Noted that there are two guides at the lights at the front of the school but no one at the back where there is no crossing. There have been some recent near misses with children rushing into the road.</p> <p><b>Sally</b> agreed to request this as a short-term solution.</p>	<p>AP SK</p> <p>CK/AP/AM</p> <p>SK</p>
<b>7.0</b>	<b>Library reorganization</b>	
7.1	<p>A parent/school collaboration is underway to revitalise the library and get it in places as a really good resource. First step is reshelving and making sure everything is labelled. Jennifer completed 2/3 of the reference section last term will continue when Covid restriction allow. The fiction section is full of desks which makes access impossible.</p> <p>Jennifer has identified organisations that support school libraries: School Libraries Association is £95 membership, which gives access to training for staff, and advice on funding. There is a seminar coming up soon on reopening school libraries. Next year the Scottish Book Trust will be offering a scheme for Edinburgh schools, so there are opportunities there too.</p> <p>Sally advised that school can pay the membership fees, and she is very supportive of getting the library working better with equitable access for all.</p> <p>The next step will be a proper review of the content of the library, at which point parent helpers will be sought.</p> <p><b>Sally to arrange for the desks to be removed.</b></p> <p>Ashely Taylor offered to volunteer to help Jennifer with the next stage of the project.</p>	<p>JG</p> <p>SK</p> <p>AT</p>

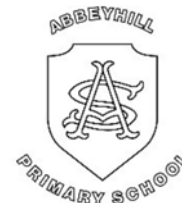


## Abbeyhill Parent Council Meeting

Date: 7 September 2021 6:30 – 8:00 p.m.

Venue: TEAMS

Minutes By: Ali Morris



ITEM	DESCRIPTION	ACTION
8.0	<b>Daily Mile</b>	
8.1	<p>Question was raised whether all kids in the school could have access to the Daily Mile.</p> <p>Discussion around importance of maintaining that capacity for those children who have previously done it, and of supporting all classes to be active every day. Some concerns raised about individuals who don't enjoy running: would feel happier to know there are alternatives such as skipping, walking etc. General consensus that it is a valuable part of the day, both for fitness and wellbeing.</p> <p>Sally advised that this fell off the timetable with the challenges of Covid bubbles, but with bubbles now reducing this should again be possible.</p> <p><b>Sally to discuss with staff how best to achieve that.</b></p>	SK
9.0	<b>School emails</b>	
9.1	<p>Parents have raised that the 'do not reply' in the subject lines in recent emails from school. It is a bit confusing that it is from the admin email account that you are supposed to email if you do have an issue, and also that emails from Sally (which are sent from that account) say please reply if you have any questions.</p> <p><b>Sally to liaise with Jeanette and improve the wording.</b></p>	SK
10.0	<b>Head Teacher's report</b>	
10.1	<p><i>Covid</i></p> <p>Covid/FAQs were circulated to parents at the beginning of the year. Two warn and inform letters have been sent out so far this year. Schools are allowed to identify a class but don't identify whether it is pupils or staff.</p> <p>Ann is to continue being the parent rep for the health and safety group at school. Ann can feed in general themes or issues that parents are worried about.</p> <p>Encouraging news coming from the local authority and government that closing schools again is the absolute last resort. The viewpoint now is that children's physical and mental health and wellbeing and their learning is more of a priority than managing covid.</p> <p><i>New staff</i></p> <p>Miss Gordon and Miss Smith in P1 and P2: both are probationary teachers which means this is their first year</p> <p><i>School trips</i></p> <p>The current rules are that these are to be essential only until the new year but it's hoped that others will be able to happen before then. Mr</p>	

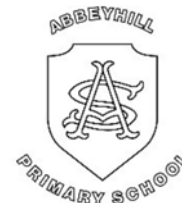


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Date: 7 September 2021 6:30 – 8:00 p.m.

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ITEM	DESCRIPTION	ACTION
	<p>Woodhouse and Mrs Flower's classes will be going on essential trips next week.</p> <p>We are now allowed to have parent volunteers support trips again.</p> <p>sent out at beginning of year. Haven't had any feedback but PE times put in SWAY done tat he weekend. Hope these useful.</p> <p><i>Nativity/Christmas activities</i></p> <p>Unknown at the moment whether we can do things like the nativity. The teaching team will work to ensure the those activities will be delivered in some form.</p> <p><i>Outdoor classroom</i></p> <p>It's been incredible to come back after maternity leave to see all the progress that has been made. An asset to the playground and it is great to see the kids playing in it.</p> <p><i>SWAY (Head's emails)</i></p> <p>Questions raised about the SWAY email format, which is not searchable and has a different graphic design/formatting each week. Sally advised that SWAY is more time consuming to use and is happy to go back to last year's format of writing a blog post and circulating the link.</p>	
<b>11.0</b>	<b>Curator-in-residence's report</b>	
11.1	<p>Colony of Artists weekend coming up. Still different to usual format and it is sadly not possible to open and use the school playground as a performance and exhibition area.</p> <p>The school windows will be decorated in honour of James Tytler who performed the first hot air balloon flight which was in Abbeyhill. Kids will be making papier-mâché balloons and colouring portraits of James Tytler.</p> <p>Another artist has had seven sessions designing collages with Mrs Flowers and P6. These will also be displayed.</p> <p>Work done from now onwards will be celebrated either next year's Colony of Artists or at Christmas time.</p>	
<b>12.0</b>	<b>Outdoor Garden Classroom</b>	
12.1	<p>Since last session:</p> <ul style="list-style-type: none"><li>• Each class wrote up a list of what seeds they wanted for their planters (different types of flowers, veggies, fruits etc)</li><li>• All 8 class planters have now been planted</li><li>• Thanks to parents William Kearns and Dan Fumagalli for putting up new shelves in the blue sheds</li></ul>	

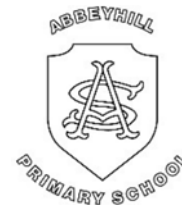


## Abbeyhill Parent Council Meeting

Date: 7 September 2021 6:30 – 8:00 p.m.

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ITEM	DESCRIPTION	ACTION
	<ul style="list-style-type: none"> <li>We have bought gardening &amp; outdoor school equipment to go in the sheds (boxes, clipboards, watering cans, gardening gloves) and materials to make a water collection system with gutters off the sheds into a water butt</li> <li>The waterproof trousers and wellies we ordered are coming in as they are in stock. we will organise the shed (old scooter shed) for them soon. we got clothes racks and hangers for these</li> <li>We've also bought outdoor paint for painting the picnic tables. we will have a work day soon to sand and paint these (just need a dry couple of days before we paint)</li> <li>We have now spent (including the muddy puddles order which they have not invoiced us for yet) £7,376.93 and have £2,083.07 left.</li> </ul> <p>Next parent volunteer session needed. <b>Sally to find out the maximum number of people allowed.</b></p> <p><b>Charlene to liaise with Mr Woodhouse and Mr Hamilton to identify a date.</b></p>	<p>SK</p> <p>CK</p>
<b>13.0</b>	<b>Treasurer's report</b>	
13.1	<p><i>Spend</i></p> <p>Opening balance £13,921.90. Closing balance £12,693.80</p> <p>This session's spend has been on:</p> <ul style="list-style-type: none"> <li>outdoor classroom (just over £800) topsoil, seeds, strimmer and other bits and pieces.</li> <li>End of term summer supplies for the parties</li> <li>School class photos which we organised and paid for each child to have a print to take home (£200). This was amazing value thanks to Mr McNeil taking the photos and the PC arranging the printing: it worked out at 99p per child, which was much cheaper than the normal photography, also quicker and great quality photos with relaxed kids. Worked really well – something to consider continuing even beyond of Covid.</li> </ul> <p><i>Current funds</i></p> <p>We are waiting for £750 funds that are expected from the Ten Villages funding.</p> <p>All of the funds except £1,800 are allocated for ongoing projects, the main one being the outdoor classroom, for which we received a large lottery grant of £9,000k. We still have around £3,000 of that though we are awaiting the invoices from school for the waterproof gear (school did the</p>	

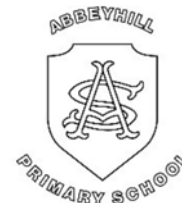


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ITEM	DESCRIPTION	ACTION
	<p>purchase to access the 20% school discount), which leaves us with just over £2,000 left to allocate.</p> <p>Sally questioned whether the grant criteria would allow us to spend remaining funds on the other side of the playground by the trim trail and former Janitor's House. Response that as long as we can show it is community based and is functioning as an outdoor classroom the location within the school is not too relevant. Noted that it has been hard to tick the community box during Covid.</p> <p>The Parent Council will be doing the calendar fundraiser again this year, which normally brings in around £1000 so those funds could potentially support playground improvements. And the PC committed funds includes £500 of playground upkeep.</p> <p>Requested <b>Sally to ask Jeanette or Linda to invoice Ann re this year's P7 hoodies</b> – to get us completely up to date on payments due. PC is happy to continue paying 50% of the P7 hoodies, which is approx. £200/year cost.</p> <p><i>Calendars</i></p> <p>Ann coordinated it all last year, and it was a big learning curve with a lot of people volunteering their time. Ann is happy to coordinate again this year. Ann will set criteria for class teachers. Abi offered to help coordinate that within the school. Parent Gayle did the formatting last year and is happy to do the same again. Recommended that new parents get involved and learn the process so that we can carry it over each year.</p>	<p>SK</p> <p>AP/AF</p>
<b>14.0</b>	<b>Chair's Report</b>	
14.1	<p>A big thanks to all the parents and carers getting involved. We've accomplished quite a lot this year despite barely being allowed on the campus! Thanks to Ruth for the engaging social media posts, Ann for the excellent data upkeep, Ali for writing those meticulous minutes, Heather for starting the social justice library and everyone else who has helped with the fundraising calendar earlier in the year and volunteering their time after school recently to fill planters/weed. We actually didn't have enough spades last time since so many people stayed after! Kids were dragging soil to the planters in tubs and it was brilliant.</p> <p>Football update - training for the Abbeyhill P5-P7 team can resume. The football coaches William and Scott will be in touch soon with families to see which pupils are interested. Matches won't take place this school year but hopefully next school year. They need to find a pitch for Abbeyhill in order to be able to play matches against other schools. They are going to contact Edinburgh Leisure/Meadowbank about this. They would like two pop up goal posts if the PC or school has the funds to support this.</p>	

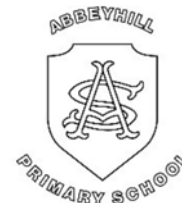


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ITEM	DESCRIPTION	ACTION
15.0	<b>Any other business</b>	
15.1	<p><i>Flu Vaccines</i></p> <p>These will be on Friday 24<sup>th</sup> September. Sally will put an email out to parents, also with info on what to do if child misses it.</p> <p><i>Football</i></p> <p>There was briefly a P4 team, and there is a 4-a-side league: needs a coach to create a school team. Any interested parents can hat to Charlene or William.</p> <p><i>Ambassador/Class captains</i></p> <p>Are there going to be class ambassadors this year? Sally advised yes.</p> <p><i>Events</i></p> <p>Will it be possible to do events? Sally advised yes, but unlikely anything big before Christmas. Could be worth thinking about what would do in an ideal world but hold any work until we know if it can go ahead.</p> <p><i>Schoolwork communication</i></p> <p>Issue raised that when the schools were off last year parents felt really involved with the classes and knew the teachers. Enjoyed knowing what the kids were working on. Some classes previously had weekly updates on what the kids had been working on, what was coming up, highlights of the week etc. This is really helpful for parents and opens up conversations that you might otherwise not have had with your child. Request to Sally for this to start up again for all classes. Question raised whether this could be achieved by the kids themselves, summarising their week at school, and also using TEAMS so it doesn't feel too alien to them if they have to come back to it.</p> <p>Sally agreed digital skills have been improved and want to keep that up. Will take that conversation back to class teachers. <b>Sally is currently developing the teachers' working time agreement</b> (how they spend their time when working but not in the classroom). Digital skills and communication with families will be an item for discussion.</p> <p><i>COP 26</i></p> <p>Major urgent worldwide issue and we are one of the closest schools to the Scottish Parliament: would like to mobilise a strike action from school. Some local councillors will be joining in. Sian will walk down from school to parliament with as many kids and families as want to.</p> <p>School has been doing work around climate crisis for the last few years and its something the children really care about.</p> <p>Sally advised that school cannot put out an invite to this but noted there was an acceptance from the Council that it would happen and a special</p>	<p>SK</p> <p>SK</p>

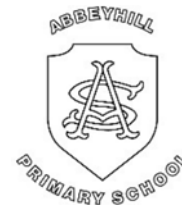


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ITEM	DESCRIPTION	ACTION
	absence code given to schools, both for data gathering to gauge the mood of the city and to ensure that children aren't penalised. Parental decision if parents want to take their children out of school to join the strike. <b>Sally to go back to senior managers</b> and say this was raised and ask if there's an authority line on it. Can also make art/banners in school.  Illie advised that there is an environmental artist in residence – Yolanda McKean – there may be an opportunity to utilise her skills as a one-off banner making project. <b>Illie to explore.</b>	SK  IN
<b>10.0</b>	<b>Date of Next Meeting</b>	
10.1	November 2nd	