



Oxgangs Primary School – Parent Community Council Meeting Minutes

Tuesday 23rd Jan 2018, 7.00 – 9.00 pm, Staff Room

Present: Richard Imlach – Chair (RI), Tracy Brown – Vice Chair (TJB), Ewan Stewart – Treasurer (ES), Liz Walshe – Head (LW), Louise Mercer – Teacher Rep (LM), Lauren McKay – Fundraising & Events (LMcK), Kat Girdler – Co-Chair Fundraising & Event (KG), Laura Calder (LC), Calley Thomson (CT), Gordon Roberts (GR), Aristides Kiprakis (AK), Kerry Knox (KK)

Apologies: Jason Rust – Councillor (JR), Scott Arthur – Councillor (SA), Patricia Rudolf von Rohr – Secretary (PRvR), Sam Haston (SH), Crerar Christie (CC), Lucy Dalgliesh (LD), Maggie Mazoleka (MM), Liz McAinsh (LMcA), Kaythie Reid – PDG (KR), Ali Haines – Fundraising & Events

1. Welcome

RI opened with a welcome to everyone. It was noted that Liz Reynolds has decided to step down from the committee.

2. Approval of previous minutes (10th Oct 2017)

One amendment in section 4 first paragraph. Should be Miss Paul. KG and GR approved the minutes.

3. Review of existing actions from the action tracker

Done.

4. Update reports

4 a. Head teacher report (LW)

LW reported sadly that Yiannis, a P2 pupil, had died, the funeral was today and our thoughts go out to Yiannis's family and friends. The Christmas festivities were very successful and thanks go to the fundraising team for making this happen. This included the trip to the Royal Lyceum, pantomime performance and the Christmas party nights. The visit to Davidson House care home was also a great success, it was very special for the pupils and residents. The school and care home are looking to extend their links which will be welcomed by both the pupils and the residents. The P5 children also thoroughly enjoyed the experience in singing to the shoppers at Tesco.

Oxgangs Primary School has welcomed Syrian refugee families into the school and the children have made them very welcome and are enjoying helping them settle in. Work is continuing in the classroom on the Scotland theme, this will be presented at assembly. The school management team has been receiving external support (Ruth McGrath) in developing their Communication Strategy, which has been extremely beneficial. PEF – Miss Fenton has been leading the initiative in teaching the children traditional playground games that need no equipment. The children are thoroughly enjoying this experience.

The curriculum evening is being held on Wednesday 7th Feb 2018. There will be 9 workshops led by teachers for parents; there will be 3 workshops in each of the following areas: Maths – to advise parents on new methods and advice on how to help their child, Spelling (1st and 2nd levels), Health & Wellbeing including resilience, growth mind-sets and bikeability.

Education Scotland Bill – the aim is to give more power to the head teacher to allow them to make local decisions on teaching methods and recruit staff. The aim is to also promote parental and community engagement and pupil input and form collaborations with Fife, East Lothian etc. Local Authorities will have less input. The closing date for input to this Bill is 30th Jan 2018.

Staffing – Pleased to announce that Miss Irvine and Miss Buckle have returned. The advert for a pupil support assistant (s) has now closed The Business Manager is currently off sick and Miss Crole is due back after Easter.

Uptake of ParentPay is around 70%, administration of this new system is still taking up a lot of admin office time however as time goes on this will hopefully reduce. There are a number of parents (18no.) that have not paid for the school pantomime. A reminder letter has been sent to these parents.

4 b. Fundraising & Event (KG)

KG reported the tuck shop and Christmas parties went well. It is planned that tea towels will be available to purchase in time for Mother's Day – Dad's please note!! It is unlikely that the social Quiz will be held this year due to lack of organisers. LMCK stressed the need for more helpers to assist the fundraising team or events won't happen. The knock on effect from this is that activities that the fundraising and events team have donated to over the years may not take place. KG suggested a memorial is placed in the school for Yiannis, LW confirmed the school will do something in the future in consultation with Yiannis's family. Mayfair proposed date 26th May 2018.

4 c. (Road) Safety Group (TJB)

From Oct 2017 we have seen an increased presence of Police Control Officers at the zig zag crossing areas. No knowledge if any fines have been issued or warnings given out. Thank you to TB for her repeated appeals to the Council. On 28th Nov 2017 Scott Arthur announced that uniformed police officers would conduct patrols at schools in relation to parking and community complaints. This post has been 'shared' on the OPCC Facebook page and received many positive replies from parents.

The School Crossing Patrol person resigned on 6th Oct 2017. Paul Murrell, CEC Road Safety, has been contacted to see if he can provide the OPCC with a job advert which can

be placed around the local area. Scott Arthur to also be contacted to see if he can post the advert on his councillor page. The school car park continues to be used as a drop-off point for parents which is unacceptable and not what it is supposed to be used for. to get as close to the school as possible. The janitor hasn't been at the car park gate in the mornings for some time.

4 d. Treasurer Update (ES)

Current balance on the Parent Council account is £3,407.81 following the receipt of the £698.80 from Edinburgh Council in September 2017.

There has been minimal activity in since the last update, the only transaction being the purchase of a prize for c£12.

Continued correspondence with the School business manager has established that the 16/17 breakfast club experienced a shortfall of c£1,600. As such this amount has been ring-fenced leaving a residual balance of £1,800. Work ongoing to establish if there is a shortfall for the 17/18 year.

4 e. Engagement (RI)

RI will poll parents re. help to establish school clubs – see action 2018/02. The Tesco blue token bid was successful and is now underway in a number of stores. The competition ends on 28th Feb 2018 so please make sure you ask for your token at the till. RI to include a notice on the playground display board – see action 2018/03.

The House Hill walk was thoroughly enjoyed by all who attended albeit a bit chilly. This did not stop everybody enjoying the wonderful views and good company. Please note that this invitation is open to all families of the school. No progress has been made with the film initiative as were are in need of parent volunteers. If there is anybody that has an interest please contact the PCC. LMCK suggested filming interviews at the curriculum evening.

The website has been refreshed and redone, the OPPC Facebook page has grown quickly, commenting was turned off on 9th Dec 2017.

P7 camp. Parents will be notified of the cost in Feb 2018. The proposed date is around Sept/Oct 2018.

A parent has volunteered to take the school photos. We appreciate the kind offer however all are happy with the current arrangement and due to disclosures and managing the logistics of coordination and printing etc, the kind offer was declined.

RI will try to arrange the next visit to the Sky Studios.

4 f. Communication (vacant post)

RI thanked KK, KG and AK for their work on preparing the parent survey which was available for everybody to complete who attended the School Parent evening. . The results are currently being collated and summarised and will be made available in due course to all parents.

4 g. Playground Development and ECO Group

A meeting was held on 17th Jan-18 to discuss the aspirations of the PDG and to see where the PCC can provide support. A lot of work has gone into looking at the options of developing the outside area. Support and material have previously been offered but unfortunately H&S dictates this is not possible. The PC agreed there is not a need for the school to spend money on an expensive climbing frame and that we should be looking at alternatives.

To move things forward, it was agreed that the PDG (Miss Buckle and Miss Fenton) will provide a wish list of items based on 2 scenarios (a budget of £3.5k and £7k respectively). This aligns with the expected money being available subject to how successful we are with the Tesco Blue token appeal as well as other funding avenues. Before the fundraising group can commit a sum to contribute to this cause, they are currently reviewing their finances to ensure that there is sufficient monies allocated to meet their existing commitments (Drum fun, pantomime etc).

4 h. South West Neighbourhood Group

RI and TJB attended the South West Locality meeting.

5. Requested Items

All agreed with the additional PC meeting in March. It was also agreed to place a suggestion box in the school foyer. Ideally names would be put on the suggestions and the person could volunteer to lead / support the initiative.

6. Parent Survey November 2017

KK reported the evenings went very well, lots of comments were gathered and the PC agreed the results should be circulated. The results are currently being collated and summarised and will be made available in due course to parents by the PC.

LW suggested a meeting with RI and Ruth McGrath (currently providing support to the school in developing their communication strategy), date TBA.

7. AOCB

The Fundraising team asked the school for the exact number of iPads that need purchased.

8. Date of next meeting

March – 6.3.2018