



## **Oxgangs Primary School – Parent Community Council Meeting Minutes**

**Wednesday 3rd October 2018, 6.30 – 8.00 pm, Staff Room**

**Present:** Richard Imlach – Chair (RI), Tracy Brown – Vice Chair (TJB), Ewan Stewart – Treasurer (ES), Anthea Grierson – Acting Head (AG), Louise Mercer – Teacher Rep (LM), Scott Arthur – Councillor (SA), Lauren McKay – Chair Fundraising & Events (LMcK), Michael McLeod, Calley Thomson, Kat Girdler, Laura Calder, Crerar Christie, Patricia Rudolf von Rohr, Aristides Kiprakis, Gordon Roberts, Kerry Knox, Danielle Wood, Gillian Walker, Leanne Alexander, Heather Levy (FCC), Laura McGurk, Amanda Scott, Maciek Malaszuk, Paul Taylor, Jennifer Edmondston, Lynn Paterson (CEC), Jackie Reid (CEC), Vijay Jumer Parri, Sarah MacMilan, Kimberley Kasperek, Rado Rzeznickzi, Jo Stewart, Fiona Morrison, Fiona Thomson, Bertrand Frossard, Paul Brecom (?)

**Apologies:** Phil Doggart (Councillor), Jason Rust (Councillor), Gavin Corbett (Councillor), Gill Christie.

### **1. Welcome**

RI opened with a welcome to everyone, and noted the larger than usual audience. The room was full to capacity.

### **2. Approval of previous minutes (15<sup>th</sup> May 2018)**

Ewan Stewart and Gordon Roberts approved the minutes.

### 3. Q&A with Education Representative from City of Edinburgh Council (CEC)

*Note : The following notes reflect a general summary of the lively discussion that took place. As the discussion was fast moving with people talking over each other at times, not every point was necessarily captured in every detail, but the below indicates the general topics discussed. The PCC are still without a permanent secretary role so thanks should be noted to Tracy Brown who captured these notes.*

- Lynn Paterson (CEC) stated they can't discuss personal details at tonight's meeting.
  - LP was asked regarding the duration of HT absence – they could not state a date at this time.
  - LP was asked to clarify situation – stated could not divulge as confidential information.
  - LP was asked how CEC support schools with bullying do they advise or just support the schools decision. With ref to the policy – the school takes CEC policies and adapts for use. These are on the school website. They are reviewed each year and training for staff is available.
- HLevy asked re. the 'respect me policy' – Possibly revised by October.
- Positive behaviour initiative last year setup by the school was only attended by 3 parents... lively discussion followed round this. CrerarC said this policy has just been reviewed and implemented. Extensive consultation already done, interim HT will take forward, Louise Mercer involved.
- Consistent approach to bullying will be taken. 17 parents contacted in the last week re. issues.
- Agreed school to parent communication isn't as good as it should be. Different schools use different methods, twitter, parentmail, fb, letters, website.
- HLevy asked what is the PC going to do about comms. The PC advised it is the schools responsibility to communicate school issues to parents.
- Question – can CEC improve comms from school to parents regarding details and updates on the HT absence.
- Anthea Grierson suggested a weekly news parentmail – agreed this was very useful.
- MMcLeod asked why policies were reviewed yearly, this is too frequent as they need time to implement and change culture.
- HLevy asked for the wider community to be consulted too. HL said the HT is the manager e.g. such as parking issues. HLevy asked can we be assured this does not happen again – answer: we don't know what the issue is so need to wait until it is over.
- Anthea Grierson reiterated the environment at Oxfords is very lucky and nurturing with a strong team.
- CEC was asked how we compare to other schools – SA answered that in terms of general complaints from the 5 schools in his ward, Oxfords receives no more than any other.
- AG and LP restated that any concerns a parent/carer has should be raised to the school directly in the first instance, and not through the local councillors or other groups.
- It was advised that Francis Smith in the conciliation team in CEC is the person to discuss complaints with when the routine complaints procedure of school, Dep HT, HT has been followed. Stage 2 is to go to Francis Smith.
- Summary of actions stated as.
  - School comms to be looked at to understand where it can be improved.
  - Anthea Grierson to send weekly newsletter to parents
  - Set up working group on actions from areas highlighted in annual parent survey (you said we did) (to take place Monday 29<sup>th</sup> Oct)

#### **4. Annual Parents and Carers Survey**

- RI presented an overview of the 2018 Annual Parent Survey to attendees.
- The survey was undertaken by parents that represent 35% of the 2017-2018 school role.
- Draft report passed to CEC and HT, and will be published to the wider community.
- Discussion on graphs followed with many parents interested in the downward trends of many graphs over recent years.
- Question – can it be circulated to parents – yes, will go on the Oxfords Parent Community Council website along with previous surveys.
- The room was made aware of the annual CEC Parent Survey. The results from this do not get published broken down for each individual school.
- Michael McLeod asked how the highlighted issues will be addressed by the school. This will be looked at as part of the “You said, we did” sessions.

#### **5. Fund Raising and Events (Lauren McKay)**

Deferred to next meeting as ran out of time.

#### **6. Action Tracker**

Deferred to next meeting as ran out of time.

#### **7. Tech Group (Aristides Kiprakis / Crerar Christie)**

Deferred to next meeting as ran out of time.

#### **8. AOB**

Deferred to next meeting as ran out of time.

The discussion between parents, staff, and CEC on both staffing and the Parent Survey occupied the whole duration of the meeting, hence why no further agenda items were discussed. These can be carried over to the next meeting as required.

The meeting was closed at 8.00pm, and parents, CEC representatives, staff, and councillors were thanked for their attendance.

#### **7. Date of next meeting**

The next meeting will be on Tuesday 20<sup>th</sup> November from 6.30pm to 8pm in the school staff room.