



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

**Tuesday 20<sup>th</sup> Nov 2018, 6.30 – 8.00 pm, Staff Room**

**Present:** Richard Imlach – Chair (RI), Tracy Brown – Vice Chair (TJB), Ewan Stewart – Treasurer (ES), Paul Ewing – Acting Head (AG), Louise Mercer – Teacher Rep (LM), Scott Arthur – Councillor (SA), Lauren McKay – Chair Fundraising & Events (LMcK), Michael McLeod, Gill Christie, Crerar Christie, Aristides Kiprakis, Lucy Dalglish, Lesley Millar, Gordon Roberts, Lesley Roarty, Calley Thomson, Laura McGurk, Jennifer Turnbull, Leanne Alexander, Jo Stewart,

**Apologies:** Phil Doggart (Councillor), Jason Rust (Councillor), Gavin Corbett (Councillor), Kerry Knox, Laura Calder, Kat Girdler, Patricia Rudolf von Rohr.

### **1. Approval of previous minutes (3rd Oct 2018)**

Ewan Stewart and Gordon Roberts approved the minutes.

### **2. Chair Report – Richard Imlach**

The survey results were discussed at the last meeting, a 'you said we did' event was held at the school on 29<sup>th</sup> Oct 2018. RI reported Paul Ewing (PE), the interim head teacher, will continue the weekly parentmail newsletter. The issue regarding the new automatic front door has been resolved. There will be no news on the Head Teacher until after Christmas but hopefully we will get to know in advance.

A new container will be placed in the playground to house the PDG equipment, hopefully we will get an update from PDG on spend soon.

The PTA thanked all who helped with the Halloween party they were well received by all who attended.

RI gave a brief update on the work done to the school building over the summer by CEC Estates. Photos were supplied to show the work done.

RI was unable to attend the recent Locality Group meeting but did receive an update. There was a presentation on SQA and School Lets were also discussed in particular the school let hours to be reduced to 32 per annum. They also asked for volunteers to be on the Placing in Schools appeal panel.

Connect are running free training courses on the use of social media by PC's and PTA's, contact details are 0131 474 6199 [info@connect.scot](mailto:info@connect.scot).

The CEC consultancy on budget cuts can be accessed here [http://www.edinburgh.gov.uk/info/20200/budget\\_and\\_finance](http://www.edinburgh.gov.uk/info/20200/budget_and_finance)

GDPR – RI confirmed we need to keep the school survey data for 2-years.

### **3. Updates**

- **3.1 PTA Update – Lauren McKay**

LMcK reported the Halloween event well, there will be 2 parties next year for the upper and lower school. The tuck shop was a great success and raised 415.00 Preparations are underway for the Christmas fair on 1<sup>st</sup> Dec 2018. Tickets for the Christmas parties on 12<sup>th</sup> and 13<sup>th</sup> Dec will go on sale on 30<sup>th</sup> Nov. The spend was agreed for the following; P4-7 coach and cinema trip, P1-3 Panto, Coach for the P7 camp and Support fund.

It was asked why the support fund was needed and what it is for when the money could be used to benefit all the children in the school rather than a few. PE explained the fund is used to close the attainment gap, parents have to go to the head teacher to ask for assistance and it is given at the head teacher's discretion. The requests are usually for high value trips such as the P7 camp and skiing. All applications are confidential. Pentland Primary school also have a support fund. CC explained Liz Walshe always knew where to access funds and used the support fund only when necessary, it is used to level the playing field for certain children. RI called for a vote and asked if everyone is happy with the support fund – all agreed. All other PTA spend was also agreed by those present.

LMcK briefly went through the other spend which will be circulated with the minutes.

- **3.2 Councillor update - Scott Arthur**

SA reported there is a budget squeeze on discretionary budgets used by head teachers to recruit TA's. The local bike thief has been caught. The road works at the Redford Barracks end of Oxfangs Road North are due to finish in December. The waterboard and Amey have agreed to cut the hedges back along the length of Oxfangs Road North. SA has spoken to the CEC Road Safety Officer (RSO), the RSO wants to meet with parents for schools in the area to discuss the issues. One idea was for the children to make a pledge sign to take home to their parents for them to sign.

Leanne Alexander asked about the Braidburn buses, they drive at excessive speed and the volume of the buses block the roads. The person responsible for the movement of these buses is going to look at the timings and movements to see if they can be better co-ordinated. SA will clarify if there is a one-way route plan for the buses to take still in place.

**ACTION 1.** SA and TB to meet with RSO date to be arranged.

- **3.3 Head Teacher update – Paul Ewing**

PE thanked the PC for the warm welcome and congratulated us on the great pupils, excellent building and first class teaching team and methods we have here at Oxfangs. The curriculum improvement plan is ongoing, maths and numeracy assessments are continuing. Interviews are to be held next week for 1 permanent and 1 temporary PSA posts. The

school car park continues to be used by parents, some of which are driving far too fast. This issue will be looked into further.

Football has been bought for use in the playground by year groups. PE apologised for the very short notice of the emotions group, ASL unfortunately gave us date availability at short notice but the plan is to have another session next year.

Parent survey actions – the ‘you said we did’ meeting on 29<sup>th</sup> Oct covered 6 key areas. Feedback from the session went to staff and they in turn came back with ideas. They then asked pupils what they thought. Lots of ideas were raised including a weekly newsletter, varied communications, house captain newsletter, peer mentors to help with behaviour and clarity and consistency with homework. The children asked for the ‘chili challenge’ in their homework! To address bullying concerns suggestions were leaflets, open evenings and peer mentoring. Some children felt there was an unequal balance of school trips across the years, a spreadsheet will be produced to show if this is the case. Regarding feedback on learning PE was unclear on how to address this and will need guidance.

- **3.4 School Lets – Kat Girdler**

The document will be circulated after the meeting. The free hours have been reduced to 32 hours per year. The PC will aim to piggy back our meetings onto other bookings for free, such as a football booking. The alternative is to move our meetings to Firrhill high school which would be free.

- **3.5 Single Use Plastic Free by 2020 – Tracy Brown**

TB summarised the question had arisen after a parent queried the provision of plastic bottles of water that come in the Friday packed lunch bags and the use of plastic bags for cakes during the recent tuck shop days.

Following investigation which included speaking to Scott Arthur, Gavin Corbett, Miss Mercer and Miss Buckle, information was gathered which is in the attached document. The schools ECO Flag renewal will be submitted in early December and it is hoped the ‘plastic free’ project can be a focus of the ECO group in the New Year.

- **3.6 Tech Group – Aristides Kiprakis**

To follow.

- **3.7 Action Tracker**

The action tracker was updated.

#### **4. AOB**

LMcK raised the issue of thieving. Numerous items have gone missing from cloakrooms, trays even food from lunchboxes has been taken. PE will investigate and look for a pattern. PE urged parents to report instances where items have gone missing and to label all clothes items. The issue will also be raised at assembly.

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

## **5. Date of next meeting**

The next meeting will be on 15<sup>th</sup> Jan 2019 from 6.30pm to 8pm in the school staff room.