

Leith Primary Parent Council Meeting

School Library Wednesday 1 June 2016

Attendees: Kirsty Chatwood, Justine Douglas, Judith Weir, Jo Kinnel, Kate McDonald, Jen Shepherd, Natalie Deas, Bekah McVitie, Wendy Kelly, Katy McLean, Jule Hildmann, Rachel Hein, Veronica Melichar, Marie Middleton, Alasdair Friend, Dawn Moloney, Christine Treche, Kirstie Paton

1. **Apologies:** Melisa Rodreguiz. Lindsay Grant, Suzanne McHattie, Kirsty Welsh, Amy O'Leary and Andrew Burnet
2. **Minutes of last meeting** approved
3. **Head Teacher update**

Alasdair updated us about the new contact system for parent/school communications. Longer text messages are available, different languages, personalised messages etc. The new holistic approach also includes email, the preferred contact method so there will be a drive to get email addresses from all parent/carer contacts from August. The newsletter will only be distributed via email from now on however a small number of printed copies are available from the school office. Currently the school emails 300 newsletters on a weekly basis which is estimated to be approximately 75% coverage. Going forward the new comms system could potentially be used to seek permission for trips etc. **Please ensure the school has your correct and up to date email address asap.**

The business support review – the council are still looking to cut this element of the budget by 30% as voted earlier in the spring term by the city council. Andy Gray emailed all head teachers regarding a phased approach. He's requested that heads propose how to save 10% using their own "local" solutions. Details of what or how they are allowed to propose this saving is not clear at this stage. The second phase is looking into how they achieve further savings which may mean schools would lose control of their own local business support function in the future. Jen met with our new Leith MSP Ben MacPherson following the election and is reassured to hear he was very aware of this worrying issue and having worked in business support within education previously has first-hand knowledge of the possible impact to schools.

The 'Green Flag' flag pole is up and survived the playground invasion following Hibernian FC victory. The firm who installed the flag pole have been kind enough to do this free of charge after they heard what the award/flag was for.

There was a visit from a Quality Improvement Officer last week which went well however no formal feedback has been received so far.

The new class teacher lists will be emailed to parents detailing class/teacher plans for 2016/17 on 10th June. Current P1 parents who have a child joining the new composite class will be given a leaflet to answer possible questions and allay any fears.

The Diversity Parade was a great success again, thanks to Rachel for doing the official pictures. It sends a very positive message to the school and wider community that we value

the diversity within our school community and what it represents. It was noted that there was some traffic congestion/problems despite having the crossing patrol team on duty.

The LPPC is delighted and appreciative that Alasdair has managed to squeeze some precious time from the packed curriculum schedule in order for staff to attend some of the parent run events such as the Welcome Picnic and Christmas Fair (the Halloween Disco has been shelved for 2016).

It was felt that the whole school assemblies at the Leith St Andrews church were not a positive experience nor best use of time so alternative gatherings will be arranged.

Despite very wet weather the Bonaly trip for P5s went very well and the children had a great time. 45 children attended, with 39 staying overnight. A feedback sheet has been distributed and any returned sheets will be exchanged for a CD of photos from the trip. This approach worked well for the February skiing trip as it encourages children and parents to both discuss the trip and think about how it went.

4. Library

This continues to be a very busy project. We have a real life (!) librarian, Colm on board to support and advise us. The fiction section has been “weeded” leaving good quality copies of appropriate books. Some of the library team visited Dalry Primary to see how their system worked, aspects of which we will replicate here. There was also a visit to a central resource centre to get an idea of what we could potentially aspire to. So far £500 has been spent, using a substantial discount, on new stock which will be arriving shortly. We have also received a donation of 50 books from the Book Trust via Andrew Burnet for which we are very grateful. Alan McRedie also has a contact from a book rep willing to donate many more new books. A local book supplier (Book Speed) has offered us a 50% discount plus a donation. An application for an author in residence project has been submitted, involving a series of workshops to encourage reading and writing by pupils. The designer working on the interior of the new nursery will support us with decor ideas to improve the look of the library. The “weeded” out stock has been offered to staff for their own class library and any leftover stock will be sold for a nominal amount in a playground book sale over the coming weeks. Money raised will be put back into library funds. Any books remaining after the sale will be donated to charity. We are looking for volunteers for the library rota for helping check books in and out etc when classes visit. **If you are interested in being included in the rota please contact Marie or any of the library team. Any volunteers will need to complete a PVG form. Again speak to Marie about how to complete this simple form which costs us nothing.** The launch of the new look library will be tied in with the Welcome Picnic at the start of the new school year. The provisional date for this is Friday 2 September. It was agreed that there would be £150 allocated for the library fund to purchase stickers, folders etc and any other admin requirements to ensure the system is up and running.

5. Fundraising

Spring raffle raised £720 which is a new item in the fundraising calendar. It was agreed we should repeat this again in 2017, here's hoping we get another couple of great star prizes like a Hibs top and designer handbag!

The disco was a great success too, well done Rachel and team, special thanks to Kirstie for the amazing tunes! It was agreed this was another one to repeat in 2017 and to dovetail in with the Spring raffle.

The marathon has raised over £900 already which will be split between the library fund and the food bank. There were also some actual food donations which we hope to hand over with photo opportunity to the food bank soon.

The Green Space application could potentially raise £8,000-12,000 if successful and certainly brighten up our playground once we are ready to revamp it with a new nursery and gym.

The Siobhan Dowd grant – apparently we are the first Parent Council to apply and they are excited about this and wish to promote this through social media. It was suggested by Kirstie we organise a standalone Twitter account for the library to allow us to link with authors and reap the potential benefits this could give us. There was also mention of a book group for P5/6s. Kirsty suggested speaking to the Leither and Bella Caledonia for some publicity.

6. Gala Day

Wendy updated us on the various money making schemes – cakes (as usual) guess the weight of the cake (£1 a guess), guess the sweeties in the jar (50p a guess), double decker card game (50p or 3 for £1), wine/water (£1) and hedgehog game (50p). It was agreed they were all fun sounding and unique and definitely more interesting than a tombola! There is also a fabulous canvas printed bag to be sold for £3.50 on the day plus a small selection of crafts. Well done Wendy. **She was requiring more volunteers and a few items which some people promised white sheets – Katy and Justine, 2 clips boards – school, table – Kirsty. More bottles of wine or soft drinks (not empties please we should have enough now) She also needs hands on deck on Friday 11th at 12ish to pack the cars up ready for Saturday morning.**

7. Proposal for LPPC “budget”

Katy has pulled together a draft proposal to set a budget allocation for various elements of spending the LPPC undertakes each year. These included Christmas Fair, Welcome Picnic, Library, after school activities etc **Please feed back to Katy or Jen if you have any thoughts on the amounts allocated so far or revenue streams we may have not included yet.** (see attachment for proposed budget)

8. PVG checks

If you are planning to volunteer in the school on a regular basis (i.e. more than twice) **please see Marie for a form to complete** in order that you have been checked by Police Scotland. This check does not cost us anything and is required or you will not be able to volunteer in the school.

9. Priorities for 2016/2017

Welcome Picnic/Library relaunch – provisional date of Friday 2 September

Family ceilidh – giving opportunity to meet new people, it is inclusive, to be held early evening e.g. 5-7pm, the social sub group are looking at dates and venues.

Ad hoc meet ups are being proposed where a group of parents and child have an outing together to socialise but it does not involve volunteers, cost or much organisation for LPPC e.g. a group of people walking to Portobello beach for a coffee and play meeting near school and going together. **Kirstie is organising this so suggestions to her.**

10. Any other business

P7 end of year celebration has been estimated to cost £23 per child (Ryze trampoline centre and a meal) so the LPPC agree to support this to the tune of £300 to reduce cost to families.

Bag pack – Tesco Duke Street have offered us 20 August which we have agreed to take for specific fundraising for P6 Benmore trip – a letter will be sent to P6 parents in the first instance to encourage support from this year group. **Look out for the letter!**

Active Kids Sainsbury vouchers – Bekah has thousands and thousands to count and would welcome any help!

The communications sub group have been busy working with Jo on the website revamp and creating a LPPC 'ready reckoner' sheet for the "fridge door" with information such as term dates, gym days, milk money, school contact info, dinner menu info, lottery, easyfundraising etc. This will be finalised and distributed next session.

To encourage some new faces at the LPPC meetings a flyer has been created to hand out in the playground a few days before the meeting. **Encourage new people to attend and explain what happens**

New P1 intake meetings take place on 22 June and we shall have an LPPC presence there to explain what the LPPC is all about, details of who is doing the talk and what to promote will be organised soon.

Date of next meeting 7 September 2016

