

Minutes Leith Primary Parent Council

Wednesday March 22nd 2017 – school library

Attendees: Jen Shepherd, Judith Weir, Nikki Dunne, Rebekah McVitie, Phil Alcock, Nicola Lamberton, Claire Colquhoun, Marie Middleton, Amy O'Reilly, Justine Douglas, Emma Meikle, Christine Treche, Miss Curran, Miss Craig, Mrs Moloney

1. **Apologies:** Kate McDonald, Veronica Melichar, Kirstie Paton, Jule Hildeman, Lindsay Grant, Suzanne McHattie
2. Minutes of last meeting approved

3. **Head Teacher Report:**

Bethan Griffiths has begun as maternity cover for P6a Mrs Watson's class – no baby yet!

World Book day was a great success – lots of additional reading both in class and at home.

Comic Relief – P3s are organising a bake sale and selling red noses as part of an enterprise project.

Parent Consultations – attendance seemed to be good, final numbers still to come in.
Parent Wish question – number one wish was for their child to be happy

Litter concerns from previous meetings have been passed on to the Eco Team

New gym/nursery build – is going well, piles are in and steel posts go in after Easter.
Duncan Place building is to be converted into a community/arts space with its own lift.
There will be a small connection between the two buildings and there's some concern the janitor will have to cover both buildings.

The **scaffolding** around the building for the roofing repairs has meant reduced space in the back playground. This work should be finished in the summer and all scaffolding cleared away by August giving more space for play. Meantime when weather allows, the older children are allowed out on to the Links and encouraged to use the triangle space of playground. Younger children are kept in original playground space.

Pupil Equity Funding – Miss Craig is still awaiting guidance on how she can spend this money. There is a meeting she is attending to learn more and following that she wishes to organise a parent consultation on 27th April, this is likely to be early evening and LPPC agreed to support any childcare costs to run a crèche to allow as many interested parents as possible can attend.

Behaviour Management Review – Miss Craig is keen to consult with parents on taking this forward and plans to hold a meeting straight after school on 26th April to which all parents are invited.

Parent Pay – new launch date is 27th March. A letter has been sent to parents to explain how it will work. For families with limited/no internet access or no bank account the office staff will set up a “kiosk” area for parents to complete any orders/payments. One frustration identified has been the requirement to select lunch choices for each child more than the current once in the rotation of the menus. It is hoped that the whole system will be completely up and running by August but it is expected we will have to run the two systems in tandem for a few months from launch.

Books in the attic – it has been decided to free up some space to donate these books to Barnardos based at London Road where we have taken previous books. **Jen to explore if they can collect given it is a large number. Kirstie also to check that anything worth “selling” on behalf of the school has been pulled out the boxes prior to collection.**

Lost Property – The pile of items has mounted up again very quickly and CLASP would like better storage options nearby where they prepare food. It was decided that all items not named or collected by Easter break should be left for anyone to take and anything left over after that be taken to a charity shop. Claire suggested a pre loved rail where items with no name can be taken for a suggested donation. **Miss Craig to explore this option.**

EBAY/Cash in the Attic! – during the big tidy ups of the parents’ room cupboards and attics there have been many interesting items uncovered – old maps, posters, cine reel/projectors of old films. **Kirstie and Rebekah to explore money making options using specialist auctioneers or e.g. Ramsay Cornish, Robert Murray etc.** Phil suggested the Museum of Scotland may be interested in some items too.

Nursery staffing – Nikki enquired about nursery leadership and staffing over the coming months given Mrs Tennant has left. A nursery teacher will be appointed to start in August before then we will see Mrs Hogg returning from maternity leave in May.

4. **Library/World Book Day** – very well received with £2,035 raised in the sponsored read by 100 pupils, so around a quarter took part. £1,000 of this (£1,500 worth of books) will be spent on books with Usborne, mainly non-fiction. Approximately £1,000 will be spent with another distributor, Browns, who can supply books (with a 40% discount) on topics that Usborne doesn’t cover e.g. Scottish history etc. Class wish lists and library staff have formed the list of titles to purchase. It is planned to have a read-a-thon type event annually but not a sponsored one every year. **Rebekah is exploring a passport style reading challenge** which could be easily administered with no extra work for staff.

Leith Links Community Council Funding – success! Both after school clubs (£400) and outdoor learning projects (£2,500) got enough votes. Thanks to those who voted in person at the event and online. Also thanks to those who manned the stalls at the event. Voting online and in person was far more straight forward than Leith Decides.

Parent Consultations Volunteer Sign up – mixed success and reactions from parents the volunteers spoke to but 12 names to contact. Leaflet handed out to parents may generate more interest at a later date and spare ones to use at other events such as P1 Welcome meeting.

After school club – there's a possibility of working with Barclays Bank to teach coding through a parent. Staff would be required to be present as he does not have a PVG form. There would be no cost to the school as this is a volunteering project through his workplace.

Judith to continue to explore this. Emma suggested there may be funding available to promote the STEM area of learning. Dawn in P3a's mum is interested in offering a children's yoga class from the new school year. **Rebekah to liaise with her to explore further.** Mindfulness sessions is another area of interest to the school – **Judith to ask her friend who is a counsellor if she'd be able to support the school with this.**

Volunteer Incentives – Judith suggested a prize draw for e.g. lunch at a local pub/restaurant for anyone who volunteers with school or LPPC activities/events. The consensus was let's give it a try in order to attempt to get some new people helping. **Anyone with contacts to get a voucher for a lunch from a restaurant etc please contact Judith asap.**

Parent Disco and Spring Raffle – tickets on sale now for this event to be held on 28th April £5 each. Was a great night last year and was pretty much a sell-out. The raffle will be drawn on the night so **we are looking for some more prizes please. Anyone who feels they can approach a restaurant they visit regularly for a voucher or another business please do – ask Judith for a raffle begging letter!** Prizes so far include a signed Tom Kitchin cookbook, 3 month gym membership, wine tasting, fancy coffee/biscuits, and bootcamp passes. However, we need some more items – last year the spring raffle raised £900. Books of raffle tickets will be in school bags after the Easter break for you to buy/sell.

5. **Fundraising Races** – this year we felt it appropriate to support Maggie's Centre with any race fundraising. Pupils, parents and staff are encouraged to participate in one of the races held at the Edinburgh Marathon Festival in May. Hopefully there is a distance to suit everyone. **Jen will coordinate the setting up of a JustGiving Crowdfunding page, and will organise a letter to go out to all pupils so that people know how to get involved. Jen will also talk to Elspeth about involving members of the Running Club.**
6. **Central Scotland Green Network community Project Fund** – a grant of up to £1,000 is available. It was felt something to compliment the outdoor classroom, once built, might be appropriate e.g. outdoor cooker. This could be used now and put in the outdoor classroom once the playground has been restored.
7. **Football Teams** – money has been left over this year as Leith Athletic have said that the school doesn't need to pay for use of the pitch this year due to its poor condition. The team have asked if this money, including a subsidy from LPPC, can be spent on some kit/uniform for the players. Some turn up without a jumper or hat on cold training nights. Any team sweatshirts would be worn as part of the Leith Primary Football team uniform. This suggestion was approved.
8. **LPPC newsletter and social media presence** – It was suggested the newsletter frequency be reduced to monthly from weekly and supplemented with greater use of social media. Special LPPC events or activities could be promoted in between monthly newsletters via the main school newsletter. There is scope to use the support teachers who come into school to translate key LPPC items for parents who find reading things in English difficult.

9. **Library** – Noreen is retiring from duties so we have a space on either Wednesday mornings or Thursday afternoons. **Please spread the word to fill this vacancy.** A float of £50 has been approved for admin or charity shop book finds etc! **It was requested that a budget be set of £500 per year for the library** for on-going requirements – Justine to action this.
10. AOB – Gala Day organisation has been taken over by Marie – thank you! And Christmas Fair will be run by Nikki in 2017 due to Rachel's absence – thank you! Justine has volunteered to take over calendar organisation – thank you!

Justine has checked and £400 has not been paid yet – **to be followed up by Kate and Justine**

Marie to explore with Ashwood (gym/nursery builders) and their community fund if there is scope for them to revamp the attic in school to make this a useable space!

Claire raised concerns over the busyness of the playground for the younger children. At present there is not a staggered playtime or lunch time but going forward from August this might be required. **Miss Craig to monitor the situation in the meantime.**

It was agreed that at each AGM there would be a Budget Setting item on the agenda, to ensure that routine payments to library etc can be formalised.

The next meeting of the Leith Primary Parent Council will be its AGM on 3rd May 2017 at 6.15pm in the School Library.