

Leith Primary Parent Council

Wednesday 16th May 2018

6.15pm in School Gym

Attendees: Suzanne McHattie, Judith Weir, Kate McDonald, Nikki Dunne, Sabrina McEwen, Donna Vevers, Amy O'Leary, Rebekah McVittie, Kirsty Welsh, Nicola Lamberton, Nikki Dunne, Jenny Ryan, Alana Clarkson, Keri Milner, Phil Alcock, Barry Wright, Linda Hawkins, Cassie Gregor, Veronica Melichar, Fiona Craig, Rachel Hein, Christine Treche, Sarah Fraser

1. **Apologies** : Bryony Knox, Katy Haslam,
2. Minutes of last meeting and update on actions (5 mins)

Banners have been made and were on show at the meeting – thanks to Joelle for the design and for developing a new logo us. They look amazing.

3. Appointment of office bearers for 2018/2019 (5 mins)

	<i>Person</i>	<i>Nominated</i>	<i>Seconded</i>
Chair	Suzanne	Judith	Kate
Vice Chair	NO VOLUNTEERS CAME FORWARD BUT THIS POST NEEDS FILLED		
Secretary	Judith	Suzanne	Rebekah
Treasurer	Nikki	Suzanne	Rebekah

We need to fill the post of Vice Chair – please speak to Judith or Suzanne if you're interested in finding out more – no commitment.

Sub groups are needing new faces too so if anyone is interested in helping out speak to sub group leaders and check out the jobs on the notice boards. Areas are; After school clubs (Claire), playground improvements, Baking/gala day (Christine) library (Rebekah), communications/marketing (Amy), Christmas Fair (Rachel and Nikki), Raffle (Judith), Grants/Fundraising applications (Kate) School photos (Jenny). All these groups need help please consider how you can support these group.

4. LPPC Needs You! - Brief discussions of potential jobs new volunteers can do (5 mins)

Check out the job descriptions which outline how you can help 1 hour a year or once a week in school and anything in between. There are lots of ways to help which can be in or out of school, various time required. Hopefully there's something that will interest you that will also help make the school a better place. **Please read the job descriptions and see how you can help?**

5. Head teacher Update (15 mins)

Lovely to be in the new hall finally. Still fresh with new paint! The assembly on Friday morning will be an all school assembly, hopefully everyone will fit. The gym is configured in a particular way to ensure the fire doors are in the right place, width rather than length wise. AV system is set up for events such as assemblies and also can be used for movie nights etc. New venue means we are able to have events again e.g year end shows, dances etc.

Also planning to have active meeting space for parents. People start arriving in play ground from 11.30 on a Friday and may have to wait around for an hour to collect all their children. Plan is to have a café in the gym from 1130 with staff milling about with information on what's been happening in the school. Running until about 1230. LPPC can use this time too speak to parents. Staff are keen to have more things on for parents and for children to show off what they've been learning and use the hall for this.

Nursery – snagging work still to be done. Care Commission suggested a few things including more sinks. It is an amazing space and top spec. At the centre of the nursery there's a parent room which is planned to be used for parent events such as classes. It is hoped that there will be the chance to do some transition sessions in the new building especially for younger children so they are familiar with the new buildings before the new school year.

The area strings concert held in Trinity Primary – word wasn't given to parents and schools in time so many parents missed out attending this.

P1 Welcome Meeting is to be 6th June – 3 sessions in total. **LPPC to attend 6th June.**

Scottish Opera is Monday 28th May which will be held in the hall.

End of year trips – staff organising that at the moment P1 – zoo lab and Botany. P2 – Lochend Park bug hunting/pond dipping. P5 – an outdoors day. No word of other year groups yet or costs. **It was asked that information on school trips and events – approx. dates and approx. costs - be given to parents as early as possible.**

Sports day – 7th June or 14th depending on weather. Likely to be in three groups now as there are so many children.

Anti-bullying workshops were held in the community centre as the gym was not ready. There was no cost to the school. Generation Science wanted to reschedule probably next year when P1 are in P2. P2-3 have had other generation science throughout the year and attended the anti-bullying workshop.

Phil asked if staff were being trained on anti-bullying. Staff attended the workshop sessions but didn't get specific training on it themselves. All staff have done promoting Positive Relationships Training for behaviour management strategies – but this is not specifically just on bullying. Staff have been reviewing behaviour management strategy which is almost complete. They will be reviewing and revisited the aims of the school too to ensure children are ready for the future. Children will be involved in this process.

Pupil Equity Funding – has been spent. School is reviewing what's had the impact they wanted and what hasn't. Family Liaison Officer is the next step which is in hand and the final bit of spending.

Kirsty W asked about configuration of the school next year with the new intake. 3 straight P1s, current P4/5 were supposed to be put in a composite but PEF money is being used to ensure the don't need to make it a composite P5/6. They are looking at mixing up the P4 classes to separate some combinations of pupils. This year group have been in the same classes since P2. The reason for using the PEF funding to avoid composite classes was with the aim to give stability to many of the children in P4 and P5. This means we will now have an additional class – 16 in total. Room 2 will remain as it is and the interactive board from the nursery will move to room 2. Room 21 is already kitted out art room and IT room will remain etc and this will be the new classroom.

Over summer holidays the school is getting new boilers and the toilets are being renovated too.

After the temporary unit is removed the playground surface will be made good and an outdoor classroom, including landscaping will be completed afterwards. The school will be using this area for learning opportunities for all things nature related; including bird boxes, den building etc. Over the school holidays the removal will be done, however Miss Craig does not anticipate the outdoor classroom will be completed before August. **School needs to pressure the council to get it removed during the holidays. LPPC can support with this.** The rest of the playground will remain as it is though so this is a potential area the LPPC could target for 2018-2019.

There are some funds in the bank account we could use to improve the playground further. We will need to raise additional funds to revamp the rest of the playground and we need ideas for how to revamp the rest of the space. **Do you have any ideas about what our new playground could look like? Are your children (and you) fed up with how it looks? Well now's your chance to join the playground team....**

Playground team have come forward – Nicola, Nikki, Claire, Sarah, Jenny. Thank you – any more volunteers? Plan would be to ask the children and use one of the coffee Fridays in the new gym to get views of parents too.

Loose parts play items are to be stored between new building and the flats. – Kate happy to help with developing this. There is a concern that the Hindu temple may be looking to reclaim the cordoned off part of the road in order to increase parking for the temple. The increasing school roll would potentially give us a valid reason for keeping this space, we want to make sure we don't lose the extra bit of playground. **Any ideas how we can hold on to this space please email the chair.**

6. Leith Chooses/Wooden Obstacle course update (5 mins)

We are waiting for three quotes for the same equipment. We are getting support from the council on getting additional quotes and they have approved our request to install this equipment. It is hoped that this is installed during the school holidays and it will take 2-3 days in total. This bid for Leith Chooses funds was a last-minute rush so please come forward with any project ideas for next year as early as possible. **Pass on ideas for Leith Chooses or other projects to Kate. If you wish to help Judith with sorting out the wooden obstacle course please get in touch**

7. Gala Day (5 minutes) Saturday 9th June.

We need.....**full bottles of wine** for the wine/water game. **Cakes, biscuits, savouries etc** . The plan is to use the games we used at Christmas for the children. Duncan Place have kindly donated their stall to the children for the p3/4 enterprise project, so the school don't have to pay the £45 fee to have a stall. Thank to Nicola and the Duncan Place Team. **We still need a few more people to help in the afternoon on our stall.** Lauren and Sarah offered to help – thanks!

8. End of term disco update (5 minutes)

Friday 22nd June - 2 sessions. Not all classes have been given out flyers yet. Joelle did the fab design – thank you, again! The plan is check when children arrive that the contact number is correct and that we have one, and for older children if they are going home themselves or being collected. The aim is to make it a drop and go for P4-7 session, there isn't the space for lots of parents to stay. P1-3 parents can stay but we are encouraging parents to not stay unless they need to. There have been some new faces volunteering for this event which is great to see – thanks to all new comers! **Suzanne will be in touch soon with who is doing what. Anyone able to do jobs in advance please contact the chair – help Claire with things needing bought. glow sticks, sweets etc.** Plan is each child gets three

tokens on arrival, there is unlimited water or juice and use their tokens to choose between e.g crisps, glow sticks or small bag of sweets. We can use the lunch tokens for this. DJ is Kirstie but she would like help on a playlist. It was suggested we get children to nominate a song each. **Barry to check in with Fiona and Kirstie over technology requirements. Peagusus hire out disco lights – Claire has a contact and will check. Nicola to check if Citadel has a set we can borrow.** Deborah and Jenny to run the photo booth for P4-7 session. LPPC will pay for this (photo paper etc). P7s get priority for first 30 mins. It was felt at the previous disco so many P1-3 parents stayed it was too busy and parents were not monitoring their children's behaviour. We need to explore if there is somewhere for parents to wait whilst children are at the disco – this could end up being outside given space restrictions inside the hall. **A message (text and email?) needs to be sent to parents explaining lack of “waiting” space and if parents wish to stay they will need to wait where we specify (we will confirm what space is available once we know) Anyone wishing to stay in the gym hall whilst their child is at the disco will be expected to be a helper and helper numbers will be restricted too. We also need to include in the message that children of certain year groups are allowed to go home unaccompanied however we will find out which child at drop off.**

9. Any other competent business

- a. Play Park redevelopment – **please note there's a consultation on going at the moment vote on your favourite design.**
- b. Christmas fair 7th December agreed date. **Judith to book the hall with school lets department.**