



STORNOWAY PRIMARY PARENT COUNCIL

Minutes of meeting held by VScene

Wednesday 2nd June 2021, 7PM

Present:	In Attendance:
Mairi Macmillan (Chair)	Peigi Maclean (Acting Head Teacher)
Hayley Hammond	Karina Mackay (Depute Head Teacher Early Years)
Christine Campbell	Donna Macleod (Acting Depute Head Teacher)
Christine Macintosh	Catherine Macleod (Principal Teacher)
Rhona Gallagher	William MacRae
Sarah Maclean	Melanie MacRae
Rona Macdonald	Anji Macritchie
Rhona Gallagher	Megan Macdonald
Caroline Maciver	Rachel Macdonald
	Kathryn Morrison
	Cllr. Gordon Murray
	Cllr. Charlie Nicolson
Apologies:	
Cllr. Angus MacCormack	Cllr. Rae Mackenzie
Alex Tearse	

	ACTION	LEAD	WHEN
1	Discussion with school and Education Department regards structure of School Management Team from August '21 onwards.	Donald A. Macleod	As soon as possible
2	Pupil Council video on aspiration for school pitch improvements to be shared.	Bethany Spence	By date of next meeting
3	Office bearers to take ID to Bank of Scotland to enable on-line banking set-up.	Sarah Maclean Marianne Ross	As soon as possible
4	PC Current Account and Uniform Account to be aligned.	Hayley Hammond	Ongoing – update to next meeting.
5	Full scoping of school grounds to be undertaken to identify areas for improvement and development.	CnES	As soon as possible
6	Fabric & Facilities sub-group to seek clarification from Comhairle management regard scope of pitch improvement project.	Sarah Maclean	As soon as possible
7	School to progress order of replacement poly-tunnel cover and new shed.	SMT	Ongoing – update to next meeting.
8	School, Comunn nam Parant, Parent Council and Active Schools to meet regards spend of play and learning resources grant funding.	SMT/ Rhona Gallagher/ Sarah Maclean	As soon as possible

9	'Friends of Stornoway Primary' proposal to be considered in further detail and an outline proposal brought to a future meeting.	Alex Tearse	By date of next meeting.
10	Health & Wellbeing agenda to be regularly reviewed and updates brought to future meetings.	SMT / Rachel Macdonald	Ongoing
11	Minutes of future PC meetings to be uploaded to the school website.	Sarah Maclean / School Office	Ongoing
12	PC contact list to be updated in partnership with the school.	Sarah Maclean / School Office	As soon as possible
13	Facebook post re donations of pre-loved uniforms	Mairi Macmillan	As soon as possible
14	Meeting to be arranged with CnaG regarding Gaelic after-school provision.	SMT / Sarah Maclean	As soon as possible

1. Welcome, Introductions & Apologies

The Chair welcomed everyone to the meeting and apologies were noted.

2. Minutes of the Meeting held 24th March and Matters Arising

The minute of the previous meeting (21 April '21) was proposed by Mairi Macmillan and seconded by Rona Macdonald as being an accurate record.

Discussion with Education & Children's Services Dept regards future school management structure:

In the final stages of finalising the job sizing and overall management structures as part of the Executive Head changes. These proposals to go to CnES Workforce Panel for final approval. Expectation is to be ready to advertise in the coming week with appointments being finalised before schools return in August.

Once CnES approval is given the Ed & CS Department will share and consult on the proposed wider management structures. PC reps will be asked to participate in both the selection process alongside elected members and Comhairle officers. **ACTION 1**

School Clothing: The uniform order for the August school year start has been placed with A.Hyde. Christine Macintosh is stepping down as uniform co-ordinator and Karen Macdonald has agreed to take on the role.

Pupil Council: The school agreed to share the Pupil Council video outlining the children's aspirations for the pitch improvements on See-Saw and with Parent Council. **ACTION 2**

Online shopping cashback account: No trace has been found of details of the previous on-line shopping link set up by the Parent Council so if pursued as a fund-raising idea best to start afresh.

Wellbeing & hardship support: Cllr. Charlie Nicolson raised this for discussion at the previous PC meeting and it was agreed to defer its consideration until a future meeting.

Banking signatories update & alignment of Uniform A/C: PC Office bearers to visit the Bank of Scotland with relevant ID. Mairi, Hayley and Christine Macintosh to meet separately to specifically look at aligning accounts. **ACTIONS 3 & 4**

Nursery review of how feedback is delivered to parents and carers: See-Saw is proving very effective for communication, as is Facebook. A recent parent satisfaction survey returned 9.5/10 approval rating.

3. Sub-group Updates

FABRIC & FACILITIES

The Ed & CS Department have established a Stornoway Primary Development Steering Group to look at the proposals for improved sports facilities at the pitch. The Group comprises the school, Parent Council and CnES officers involved in Sports Facilities, Civil Engineering, Asset Management and Education. Sarah attended a meeting of the Group on 28th May on behalf of the PC and the key outcomes were:

- A clear scope for the project is needed, once the technical team have a clear and agreed project outline they can provide a ball-park budget cost including civil works.
- The Comhairle are increasingly moving towards a policy of offering school facilities for minimal or no fees so it isn't advised to plan for offsetting any costs of the facility against potential hire income.
- Taking this forward as a 'community led' project whereby the facility is then leased back to the school on a long-let is a possibility.
- An overall space planning exercise looking at the whole school grounds is to be undertaken as soon as possible. **ACTION 5**
- Clarification is to be sought from the Council Leader Roddie Mackay and the Chief Executive around timeframe / budget. **ACTION 6**
- A report will go forward to the Education and Children's Services committee on Tuesday 15th June, this will inform Councillors of the consultation undertaken with the PC and the school to date and the options under consideration.

EVENTS & FUNDRAISING

Play and Learning Resources Grant: The £9,000 secured to date from the Comhairle's Crown Estate Ward Fund and Bord na Gaidhlig is still to be drawn down for play and learning improvements around the school. It was agreed to prioritise purchase of a new poly-tunnel cover and replacement of a tool-shed for immediate spend. **ACTION 7**

The school, Parent Council reps and Comann nam Parant reps to meet to discuss allocation of remaining funding. **ACTION 8**

Term Events: It was acknowledged that fund-raising had been challenging over the past year due to Covid but the Parent Council will aim for one fund-raising event per term in 2021/22.

Raffle: A regular on-line Parent Council Raffle is being looked in to.

CURRICULUM

'Literacy & Numeracy' & 'Health' are current curriculum priorities, the activities undertaken under these themes have been pupil-led and there has been a real whole-school team approach taken.

The 'Lets Move' activity programme to help a select group of children improve their gross motor skills is underway and has been hugely successful in boosting confidence.

There has been a focus in Term 4 on activities which will mitigate the effects that Lockdown in Term 3 had on the children.

The 'Seasons for Growth' programme supporting children who are dealing with significant change / loss is being run once again in the school.

Improving oral Gaelic literacy continues to be a priority with pupils across all classes joining in with storytelling and singing activities.

Curriculum priorities for the new school year beginning in August are already under consideration and and update on those will be brought to the first PC meeting of the new term.

4. School Partnership Update Report

GAELIC

- 120 pupils across the school participated in the 2021 Local Mod online.
- Pupils are contributing to the Radio nan Gaidheal programme Aileag at 2pm on Friday 4th June.

GENERAL

- Standard attainment data for P1, P4 and P7 is being collated with relevant classes undergoing CATests.
- Parent / Teacher appointments are taking place in June.
- There is an ongoing upgrade of the school IT resource and networks, including the school website.
- Sports Day will be going ahead with classes taking part in their bubbles and no external spectators.
- Funding has been secured again this year for Summer Club activities.
- Pupils have been working on personal projects.
- Bike-ability is running in the school over the current two weeks (31st May – 10th June).
- The school prize-giving will take place on 23rd June 21 in Martin's Memorial Church with the same limited numbers and social distancing as 2020.
- The school raised £5,000 for school funds through the sponsored 5K Family Walk.

P7 LEAVERS

- Primary 7 pupils have attended Scaladale for day-sessions as part of the leaver activities.
- There is to be a P7 Leavers Lunch and Class Parties on 18th June.
- 24th June there will be a Leavers Assembly – unfortunately parents can't attend but highlights will be shared through See-Saw. A parent asked if the school could look in to the possibility of live-streaming the Leavers Assembly?
- Transition activities to The Nicolson are underway with additional support offered to some pupils as needed. Anji Macritchie from Community Learning and Development and Matthew Macneil from The Shed have been leading on this.
- Introductory videos of The Nicolson prepared for the 2020 S1 intake have been used again.
- Each P7 leaver will receive a certificate from the school and a gift worth £15 from the Parent Council. There was agreement a giftcard works well and extensive discussion on the best source for these cards. The need to balance support of local businesses with the range of goods available to the young people was debated and there was agreement to do a brief poll of P7 parents and let that inform the decision.

NURSERY

- A video introduction to the nursery has been shared with new start families & nursery visits have taken place.
- A Transition day is planned to introduce current nursery children to P1 and enhanced transitions for those requiring additional support are already underway.
- The grassed area of the new playground is fenced off in order to allow the turf to settle but otherwise the play area is ready and in use.
- There are few final snaggings to be undertaken around the new nursery building but it is otherwise complete.
- A Graduate Practitioner has been recruited to the nursery to enable additional support across all nursery classes.
- There will be end of term parties and days out for the nursery children.

5. Friends of Stornoway Primary

Alex Tearse has been looking into the options for establishing this type of school support network and will report back to a future meeting. **ACTION 9**

6. Finance Report

Hayley Hammond, Treasurer gave the following update:

The Parent Council account currently has a balance of £6,736.34p. £247.78 raised through Free Dress Friday activities has been paid in since the last meeting.

7. AOCB

Cllr Charlie Nicolson:

Thanks to all the school staff: teachers, additional support needs workers, cleaners, canteen and janitorial staff for their remarkable team effort during such a challenging school year.

Could the PC look at forming a sub-group to look at Hardship and Wellbeing issues? The school is invested in the 'cost of the school day' agenda and there are resources available. It would be good to keep work in this area current and commit to regular updates at future meetings. Rachel Macdonald indicated she would be happy to be involved with that. **ACTION 10**

Future PC meetings could be recorded, to ease pressure of trying to note-take throughout a lengthy and wide-ranging meeting.

Sarah Maclean:

Details of the PC's role are now regularly included on the Friday Note and it would be good to be able to direct parents to the minutes of PC meetings on the school website, the school confirmed this would be possible once the current upgrade of the site is complete. **ACTION 11**

The PC contact's list requires revisiting and refining to ensure it is compliant with Data Protection legislation, the school confirmed they would be able to assist with removing the details of parents no longer linked to the school. **ACTION 12**

Caroline Maciver: **Parents are being inundated with Groupcall updates at the moment, is the online registration of weekly menu choices going to be permanent?** The weekly online form is being used to monitor menu choices and highlight preferences in order to inform menu improvements so it will continue for the time being.

General:

With the islands moving to Level 0 face-to-face PC meetings may be able to resume from August, this will be decided based on the covid situation locally and national guidelines at that time.

An end of term reminder about pre-loved uniform donations to be added to the PC Facebook page. **ACTION 13**

Approach to be made to CnaG regarding arrangements for **Gaelic after-school provision** in the new term. **ACTION 14**

Schools return for pupils on Thursday 12th August – **aim for date of next PC meeting w/b 30th August.**