



STORNOWAY PRIMARY PARENT COUNCIL

Minutes of meeting held at Stornoway Primary School

Tuesday 6th September 2022, 7PM

Parent's Present:	In Attendance:
Mairi Macmillan (Chair)	Peigi Maclean (Head of School)
Roland Engebretsen	Karina Mackay (Depute Head Teacher Early Years)
Sarah Maclean	Charlie Nicolson
Shonnie Macritchie	Cllr. Frances Murray
Diane Murray	
Claire Hobson	
	Apologies:
	Caroline Maciver
	Rhona Gallagher
	Alex Tearse
	Cllr Angus MacCormack
	Cllr. Gordon Murray
	Cllr. Rae Mackenzie
	Cllr. Duncan Macinnes
	Cllr Iain Macaulay

	ACTION	LEAD	WHEN
1	Donald Macleod & School Management Team have looked at developing the grounds where the condemned shelters are into a raised bed/ polycrub/ benches area. No update from June meeting, need to push Comhairle re progress with this.	CnES	As soon as possible
2	School Newsletter idea in development. (Suggestion to include an outline of what a 'School Vision 2025' may look like.) Aim to produce 2 editions (1 Pre Xmas & 1 Pre Summer)	PC Lynne Maciver previous offer of support	Update to next meeting.
3	'Friends of Stornoway Primary' Agreement to look at developing this idea further – with a call for interest to go into the newsletter. Cllr F.Murray advised that the Nicolson had looked in to this previously and noted caution that such schemes can be quite admin intensive.	PC Gordon Murray previous offer of support	Carried Forward to Session 22/23

4	<p>Check that Minutes of PC meetings have been uploaded to the school website.</p> <p>Add agenda items to the FB page pre-meeting & weekly note & links to promote what is up for discussion.</p>	Head Teacher/ School Office	Regularly after each PC meeting.
5	<p>Follow Up with School Office to check that PC Contact list has been updated.</p>	Sarah Maclean/ School Office	By date of next meeting.
6	<p>The school canteen have agreed to support production of a Stornoway Primary School Cookbook – it was suggested that The County Hotel might sponsor the book’s production.</p> <p>Write to Pupil Council re cookbook recipe selection & design.</p>	Anji Macritchie previous offer of support	Update to next meeting.
7	<p>Development of payment link on school website – the PC will need to work closely with the school and CnES IT dept on this one so it may take time.</p> <p>Ann Young – Business Manager at Nicolson, advice on setting up remote payment.</p>	Mairi Macmillan / SMT	Update to next meeting.
8	<p>Development of ‘School Vision 2025’ via a small steering group comprising teacher/ PC/ Pupil Council/ Ed.Dept reps (Charlie volunteered to act as PC rep). This will connect with the work the school is currently undertaking to refresh its values. A meeting will be arranged for Session 22/23 to get this started.</p> <p>Set Date for first meeting - PC</p>	Charlie Nicolson	Carried forward to session 22/23
9	<p>Work undertaken to re-engage with parent community to strengthen Parent Council engagement.</p>	PC	Term 1: 22/23
10	<p>Buddy Benches – PC to confirm support for the project with the Pupil Council and contact the Sty Councillors to request support from them also.</p> <p>PC agreed to support & cost to be shared with contributions from previous Councillors. £500 (x2) Willowglen supplied the benches. PC to update to current councillors.</p>	PC	Update to next meeting
11	<p>PC to draft a note to the Stornoway Councillors and members of the E&CS Committee requesting enough budget by allocated to the Sports Facilities Project to enable adequate storage and ancillary space alongside the 4 court playing space.</p> <p>Pursue update from E&CS Committee & fix date of next project Steering Group meeting.</p>	PC	As soon as possible.
12	<p>Investigate potential for an activities based apprentice linked to the school to support delivery of Vision 2025?</p>	Rhona Gallagher	Update to next meeting.

1. Welcome, Introductions & Apologies

The Chair welcomed everyone to the meeting.

2. Minutes of previous Meeting & Matters Arising

The minute of the previous meeting (15 June '22) was proposed by Mairi Macmillan and seconded by Charlie Nicolson as being an accurate record.

Matters arising were covered in the action points noted above and via the main agenda.

3. PC Arrangements

Parental Engagement

A specific promotion to explain what the PC does could be issued in a specific GroupCall to encourage more engagement from parents, especially those who have joined the school since 2020.

Year Group Reps could be trialled, asking for a nomination of interested parents from each of the 18 Classes. Perhaps utilising the Pupil Council / Pupils to engage with parents.

See-Saw could also possibly be used more to communicate PC information to parents.

PC to have representation at Parents nights (next one scheduled last week of term 1) and at other school events such as sharing the learning days & Christmas activities.

Sub Groups

It was agreed to continue with a specific focus on:

- Fabric & Facilities
- Fundraising, Friends & Engagement

Meeting Schedule

One PC meeting minimum per term + topic specific / sub-group meetings as needed.

The PC will continue to engage with the island-wide Parent Council Chairs forum.

4. School Update

- Standards & Quality Report & School Improvement Plan - submitted.
- Whole school, pupil led approach to sustainability.
- Health & Wellbeing approach, closing the poverty related attainment gap focus.
- Positive relationships plan (to be included in the school charter)
- Nurture Classroom: targeted support for health and wellbeing advancement in identified pupils
- Restorative Communications being implemented with children to help identify the source of and resolve conflicts.
- Anti-bullying Policy (linked to the positive relationship plan)
- Stornoway Primary HMI thematic review taking place on 19th Sep: focusing on inclusion, promoting positive behaviour & antibullying.

All school plans are available on school website & were circulated with recent weekly notes.

- **Cost of the School Day report:**
 - Fundraising calendar to be implemented to ensure a fair spread of demand on families.
 - Ensure all children have money to participate in fund-raising & that there are free activities programmed alongside donation events.
 - Inform parents of suggested amount for donation days / or every pupil gets a set amount in class to keep it fair & pre-organised.
 - Final Fling – end of year leaving celebrations to be kept manageable.
- £1,400+ raised from virtual 5K walk, spent on playground equipment.
- Update on school repairs & improvements undertaken from the vandalism incident in January.

Nursery vandalism remedial works complete.

Regular vandalism (weekly basis) in the nursery / infant outdoor area – extra security introduced.

CLlr F. Murray offered to raise this problem with the Community Safety Partnership, improved CCTV needed (motion sensor, better positioned, LDRs) – Issue for F&F group to take forward?
- P2/3 Yoland Macdonald – appointed teacher
- Flu vaccinations taking place w/b 12th Sept.
- Dandelion project – potatoes to be lifted & shared with Failte Centre, Dun Berisay & Dun Eisdean.
- Nursery also following Health & Wellbeing and positive behaviours agenda, in an age-appropriate way – looking to achieve consistency with the wider school.

PC Events / Fundraising for Session 2022/23

PC fundraising of one event per term were discussed, these will be aligned with the plans the school has for fundraising activities.

5. Finance Update

£8,169 is the last known bank account balance.

No update from previous meeting – need to appoint Treasurer at AGM

AOCB & DATE OF NEXT MEETING

- Diane Murray asked when parents will be asked to engage with the school re P7 Leaving arrangements – PM confirmed that work would begin before the October break.
- Shonnie Macritchie questioned why are there contractors still on site as the school term resumes – surely this work could have been completed over the summer holidays.
- There has been good take up of the 2nd Hand uniform supply.
- Charlie Nicolson suggested the creation of donate/ swap/ sell container located somewhere on school grounds which could help families with cost of living and reuse of clothing, toys etc...

The next meeting of the group will be the AGM and will take place in Term 2 before Christmas.