



STORNOWAY PRIMARY PARENT COUNCIL

Minutes of meeting held at Stornoway Primary School

Wednesday 1st February 2023, 7PM

Parent's Present:	In Attendance:
Mairi Macmillan (Chair)	Peigi Maclean (Head of School)
Rhona Gallagher	Karina Mackay (Depute Head Teacher Early Years)
Sarah Maclean	Charlie Nicolson
Caroline Maciver	Cllr. George Murray
Emma Macsween	Cllr. Frances Murray
Claire Hobson	
	Apologies:
	Iain Bain
	Cllr. Gordon Murray
	Cllr. Rae Mackenzie

	ACTION	LEAD	WHEN
1	<p>The condemned shelters in the playground are to be demolished over Feb long-weekend break and new shed will be erected on the site as part of creating a new area of a raised bed/ polycrub/ benches etc.</p> <p>Previous commitment from CnES to contribute to replacement of items on site – PC to follow up.</p>	CnES	<p>February 15th-20th '23</p> <p>Update to next meeting.</p>
2	<p>School Newsletter idea in development. (Suggestion to include an outline of what a 'School Vision 2025' may look like.)</p> <p>Not yet progressed due to lack of volunteers – aim to attract new parents into the PC group utilising Groupcall, PC to discuss with School Office.</p>	PC / Lynne Maciver previous offer of support	Update to next meeting.
3	<p>'Friends of Stornoway Primary' Agreement to look at developing this idea further – with a call for interest to go into the newsletter.</p> <p>Good example of Best Practice from Portree High School. Possibly speak to Gavin Woods as someone involved in the Nicolson Group and how that was approached.</p>	PC / Gordon Murray previous offer of support	Update to next meeting.

4	Check that Minutes of PC meetings have been uploaded to the school website. Agenda items are now added to the FB page pre-meeting to promote what is up for discussion.	Head Teacher/ School Office / Mairi	Regularly after each PC meeting.
5	Follow Up with School Office to check that PC Contact list has been updated.	Sarah Maclean/ School Office	By date of next meeting.
6	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. Write to Pupil Council re cookbook recipe selection & design.	Mairi Macmillan previous offer of support	Update to next meeting.
7	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. Ann Young – Business Manager at Nicolson, advice on setting up remote payment.	Head Teacher / School Office	Update to next meeting.
8	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. Set Date for first meeting – PC Suggestion of link with Isles FM to promote school community activity – possible class project?	Charlie Nicolson /SMT/ PC	Update to next meeting.
9	Work undertaken to re-engage with parent community to strengthen Parent Council engagement.	PC	Term 3: 22/23
10	Buddy Benches – PC to confirm support for the project with the Pupil Council and contact the Sty Councillors to request support from them also. 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.	PC	Update to next meeting DONE
11	The Sports facilities project is progressing within CnES – as another interested supplier has come forward there will need to be a full procurement process which will slightly delay the start date. Still awaiting application for planning permission being made.	PC	Update to next meeting
12	Investigate potential for an activities-based apprentice linked to the school to support delivery of Vision 2025?	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 (6Sep2022) was proposed by Mairi Macmillan and seconded by Claire Hobson as being an accurate record.

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

3. Fundraising Events 2023

- PC Event with School for Christmas lights switch-on raised £396 in donations
- Comic Relief – March 17th
- School & Nursery Castle Grounds Sponsored Walk - April
- PC Penny Wars – Term 3, W/B 27th March
 - Mairi to prepare poster asking families to start collecting pennies now.
- Fun Events in last week of June term, tying in with existing leavers event – June
- P7 Bingo night planned

Auction / Treasure Hunt suggested for Term 1 2023/24

4. Uniform Orders

Proposal to have once central uniform order in by last week March 2023.

PC to promote to parents, including new entrants to the school.

Encourage take-up of the pre-used uniform.

Need to re-stock the uniform cupboard, especially with bigger sizes.

5. School Sports Facility Update

As per matters-arising

6. RHSP Resource

Chair ran through presentation recently given to stakeholders by Lewis School's RHSP Working Group.

Discussion around how this is handled sensitively with parents, emphasis on consent of parents, age appropriate teaching and communication of materials to be used.

7. School Update

- School Improvement Plan – learning for sustainability
 - Confucius Classroom - celebration of Chinese New Year, emersion in Chinese culture and exposure to Mandarin language and learning about China.
 - P6 Katie Macleod won a prize through an associated national project art competition.
 - Art, literature, teacher training and pupil engagement amongst the activity being covered.
- Eco Schools Green Flag application being worked towards by the school Eco Committee.

- Raising attainment in writing – especially for PEF listed pupils and those on the free-school meals list.
 - Good practice sessions being delivered to teachers at P4 level.
 - Successful bid for Strategic Equity Funding – English and Gaelic writing focus with dedicated teachers once a week in certain classes.
- Metagama Project: Whole school engagement with the topic to mark the centenary of the emigrant ship's departure.
- Godly Play: Part of Religious & Moral teaching, play and activity based Bible teaching P2/3/4 age-group.
- Working with specialist teacher for the deaf.
- Sports Calendar in place for P5/6/7.
- After School Clubs starting up again – opportunity for every year group to participate in something, working with Eric Macleod Active Schools.

Early Years Update

- Two English nursery Rooms now full, Gaelic room still has space – successful GM open day held.
- Share the learning event with parent held & went very well.
- The outdoor play area is being further developed.

8. Finance Update

£8,706 is the known current bank balance.

Working with BoS to change Treasurer details over to Emma Macsween.

Noted that expenditure on buses (usually supported by PC) is likely to rise over coming year now covid restrictions have lifted and school trips resume.

Check if VAT is applicable on buses and how could this be minimised?

AOCB & DATE OF NEXT MEETING

- Need to empty out storage container and look at what is in the PC cupboards.
- Caroline Maciver – Poverty Proofing Group suggestion? Charlie, Caroline, Peigi & Mairi to develop idea and calendar of fundraising.

Possible applications for funding through CnES 'Cost of Living Support' fund and promotion of Parental Employability Support Fund and other initiatives.

- Email from parent regarding security at the infant-side of the school in the mornings especially. School to follow-up directly regards options.

Charlie Nicolson:

- Educational trip to Finland to be revisited. Previously conceived but not delivered due to covid.

- Identifying parent volunteers with certain skills to support activities.
- One-way system through the school for all whole school events to avoid congestion and possibly schedule times for access tea & coffees etc...?

- Issues around safe access to the school in the morning due to mix of parking, paths, access gates etc...

Cllr. George Murray to follow up with Police Scotland to advice from community safety perspective.

- Need to sort Christmas Lights on the tree over the summer while the ground is dry and need to replace the Christmas fairy-lights in the hall.
Need to get prices for this work and then identify funding.

The next meetings of the group will take place on Tuesday 25th April and Wednesday 31st May.