



STORNOWAY PRIMARY PARENT COUNCIL

Minutes of meeting held at Stornoway Primary School

Wednesday 31st May 2023, 7PM

Parents Present:	Apologies:
Mairi Macmillan (Chair)	Caroline Maciver
Cllr. Gordon Murray	Cllr. Duncan Macinnes
Sarah Maclean	Karen Macdonald
Rhona Gallagher	
Emma Macsween	
Claire Hobson	
Karen Macleod	
In Attendance:	
Peigi Maclean (Head of School)	Karina Mackay (Depute Head Teacher)
Cllr. Frances Murray	Cllr. George Murray
Catherine Macleod (SMT)	Hazel Mackay (SMT)

	ACTIVITY	LEAD / ACTION	WHEN
1	<p>Playground Developments</p> <p>The building works request for the new polycrub & raised beds is approved and work is scheduled to take place over the summer months.</p> <p>Point & Sandwick Trust, BASF, Stornoway Councillors and school activities all contributed to raising over £20K, more than originally anticipated and allowing for a larger PolyCrub where each class, including the Childcare Centre & Nursery, will have their own section.</p> <p>Connection made with Manor & Castle Residents Association re intergenerational growing projects linking to new polytunnels going in at Westview Terrace.</p> <p>As a result of the school's work in this area they have been awarded an Eco Schools Green Flag from Keep Scotland Beautiful.</p>	School / CnES	Update to next meeting.
2	<p>Funding for school cycle projects has been identified: The Cycling Friendly Schools Program (https://www.cycling.scot/what-we-do/cycling-friendly/school)</p> <p>Funding of £2,500 - £25,000, up to 100% of costs. Match funding not compulsory although match contributions will carry merit for any application. Funding can cover many areas from cycle parking, storage, facilities, purchase of bikes to tackle inequality, pool bikes & maintenance, etc.</p> <p>Projects need to be deliverable within 12 months.</p>	Iain Bain	For discussion at next meeting

3	Friends of Stornoway Primary Cllr Gordon Murray suggested linking this to local school reunions. It was agreed to leave it on the agenda and decide on how to progress in the new School Year.	PC/ Cllr. Gordon Murray	To be discussed Autumn term.
4	Parent Engagement Discussion points for forthcoming PC meetings are posted to the PC Facebook page to encourage engagement and the PC's role & contact details are included every week on the school bulletin. School agreed to issue a new-term Groupcall in an effort to raise awareness of and engagement with the PC. A basic flyer introducing the role and activities of the PC has been prepared and requires to be printed ready for sharing in the new August term. The meeting debated in-person meetings vs online and it was agreed to seek parent feedback re preferences.	PC/ School PC to supply school with text for Groupcall. PC to print & distribute information flyer. PC to carry out survey re meeting arrangements.	Ongoing Term 1 23/24 Term 1 23/24 Term 1 23/24
5	Stornoway Primary School Cookbook Pupils have started consulting with Canteen Staff re cookbook content. (County Hotel - potential sponsor).	PC	Update to next meeting.
6	School Vision A small steering group comprising School/ PC/ Pupil Council will be formed to connect the work the school is currently doing to its values and look to forward plan in a strategic way. The possibility of an apprentice – to support delivery of the School Vision project – has been suggested.	Charlie Nicolson/ Claire Hobson/ PC/ School & Partners Set-up initial meeting on the proposal Rhona Gallagher – research options.	Meeting to be arranged in Term 1 23/24. Update to next meeting.
7	RSHP No further update on roll-out of the new RSHP framework. Following parent/carer feedback the school are awaiting further guidance from the Education Department.	PC Write to Ed.Dept re: Request for improved engagement & consultation approaches on all matters. Query as to why no update yet to parents following public engagement sessions, concerns raised and next steps. Cllr. Frances Murray to raise the lack of parental communications at ES&CS Committee on 13 June.	Update to next meeting.
8	Christmas Lights Discussion of repairs needed – including to the school tree, work best done in autumn once the tree loses leaves but before Christmas.	Rhona Gallagher to follow up quote with ACES electricians for repair of the school's indoor & outdoor lights	Update to next meeting.
9	Review of traffic & pedestrian flow around the school.	School - to contact the Council & Police Scotland for advice.	Update to future meeting.

1. Welcome, Introductions & Apologies

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

2. Minutes of previous Meeting & Matters Arising

The minute of the previous meeting (25 April 2023) was proposed by Mairi Macmillan and seconded by Peigi Maclean as being an accurate record.

Matters arising were covered in the action points noted above, via the main agenda and the following updates:

- **Newsletter / School Communications**

It was agreed to use the School 'Naidheachdan' for PC updates rather than produce a parallel newsletter. Links have been developed between the school & Isles FM and two classes (1 EM & 1 GM) have volunteered to give regular bulletins on school activities to the station.

- **Payment Link on School Website**

The school have looked into the possibility of developing a payment link that can be used for uniform payments, donations etc... This is possible and can be followed up with the CnES IT Dept.

- **New Indoor Sports Facility**

Cllr Macinnes provided the following update from the Council meeting held on 26 April '23:

Funding for the project is now fully secured via the commitment of £2M in the 2023-28 capital programme and there is a contingency amount set aside for the overall 2023- 28 Capital Programme which may be accessed in the event of an over-spend.

- After publication of the prior tender notice one bidder was identified as expected due to previous communication. However towards the end of this stage of the process, another supplier came forward indicating that they wished to also submit a tender. There is therefore a duty on the Comhairle to now enter a full competitive tendering process to ensure fair and transparent appointment of a supplier and to ensure best value and specification competence for the Comhairle.
- In the process of preparing for the tendering process, an issue was identified in relation to indemnity cover and officers are working with our insurers to address that.
- Technical staff estimate that the above issues have added an estimated 3-4 month delay to the original delivery timeline, meaning that estimated completion will now be spring 2024.

The Comhairle will continue to feedback as the Project progresses through the tendering process.

Cllr Gordon Murray informed the meeting that he has expressed his disappointment at the delays to the Council and repeated that in his opinion that the spec of the building does not fully meet the needs of the school.

- **Uniform**

The uniform order for session 23/24 has been received and all seems to have gone to plan. Karina Mackay to mention uniform supply options at P1 induction day.

3. School Update

END of YEAR Events

- The PC will order trophies for prizegiving – school to confirm how many are needed.
- PC has supplied the school with lollies for the Sports Days.
- It was agreed to purchase an Argos voucher for each outgoing P7 pupil (60).
- The P7 Final Fling is taking place in the school on 28 June (hall to be decorated on Tues 27th June) P7 Parents committee are leading on this and the P7 trip, including fundraising for both.
- Confetti canons for leavers day are purchased & the possibility of getting a piper to the school for the pupil's final exit was discussed.
- 28th June PM – P7 Leavers Assembly.

Nursery

Nursery transitions preparing for P1 are ongoing and key activities for the Nursery end of term include:

- 13th June – Nursery Sports Day
- 14th June – Parent / Carer Info Session
- 27th June – Nursery Trip to Eoropie Playpark
- 28th June AM – Nursery Celebration in Assembly Hall with parents & carers

School

- Successful Sports Days are all completed.
- Swimming Gala took place again for the first time since 2019 with 56 P5-7 pupils taking part.
- WIIGA Sports took place for our P7 pupils.
- Tutors have been in the school supporting the pupils with Mòd preparation, supported by legacy funds from the Metagama performance and Comann nam Parant funds. Record numbers registered across English & Gaelic Medium this year with over 125 pupils taking part.
- A P6 team are taking place in the Scottish finals of the Euro Quiz on 13th June.
- P7 transition to S1 days scheduled for 1st week June & transition for other classes is 16th June.
- Prizegiving will take place in Martins Memorial at the end of term.
- School Pupil Reports will be issued on 9th June & optional parents appointments 13th June.
- Both the School's Standards & Quality Report and Improvement Plan have been submitted. Priorities for session 23/24 are:
 - Reducing the poverty related attainment gap in literacy
 - Increasing opportunities for pupil participation and engagement in lessons
 - Developing the use of planning and assessment in all curricular areas

4. Fundraising

Sub-group to be formed to concentrate on fundraising delivery for 23/24. A Treasure Hunt was agreed to be the first fundraising activity for Term 1 Aug/Sept.

5. Finance Update

£8,144 is the estimated current bank balance with no major payments to report this term. Penny was funding of £1200+ still to be banked.

Still working with BoS to change Treasurer details over to Emma Macsween.

6. AOCB & DATE OF NEXT MEETING

Cllr. George Murray expressed his congratulations to the school on the recent **Metagama performance** which was outstanding, very well put together and extremely well performed.

Claire Hobson expressed concern re **pedestrian/pupil/car/bus flow around the school** access points, esp. at the front of the school. The School will contact the Council & Police for advice.

Poor **surface conditions of the roads around the school**, probably as a result of the level of daily traffic, was also discussed and noted by the Councillors present.

Emma Macsween asked if there was any **central list of all Summer activities** provided by different groups such as Motiv8, CnaG, Feis etc... it was agreed that a curated list would be of use to parents.

Cllr Frances Murray noted recent news that the **An Cotan Childcare centre** would likely be reopening under NHS management.

Catherine Macleod asked what the **prize for the winning Penny Wars class** was to be and when would they receive it, it was agreed to provide ice-creams.

Term 1 23/24 starts for pupils 17th August. The next meeting of the PC will take place on Tues 5th September.