St Nicholas' Primary School Parent Council

Meeting title:	St Nicholas' Parent Council Meeting Nr 2
Meeting date:	06 November 2018
Meeting location:	Bearsden Academy, Bearsden
Time:	6:30pm – 8:00pm

Attendees

Name	Role	
Rosemary Greenlees-Smith		RGS
Gillian Harkness		GH
Aileen Darley	Teacher Representative	AD
Michelle Currie		MC
Rachael Macdonald		RMacd
Jim McKinstry		JMcK
Nicola Smith		NS
Aileen McEntee	Parish Rep, St Josephs	AMcE
Laura Jardine		LJ
Jackie McColl		JMcC
Donal McDermott	Parish Rep, St Andrews	DMcD
Charlotte Grogan	Head Teacher	CG

Additional distribution

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Signed:
Jim McKinstry **Date:** January 2018

Discussion topic		Action
1	**Apologies**	
1.1	Apologies for absence were noted from Paul Flannigan, Michael McCormack, Annie Maria Torrance.	Note
2	**Previous minutes**	
2.1	No comments received on previous minutes and these were accepted as a true record of that meeting.	Note
3	**Matters Arising from previous meeting**	
3.1	(Item 7.2) Information requested of EDC was received and circulated to Parent Council in advance of this meeting. **Action. Closed**.	Note
4	**Correspondence to Parent Council**	
4.1	Response from EDC to design queries received.	Note
4.2	**Pavement Barrier**. Pavement barrier has been installed, but the length and location is now being questioned by concerned parents. Repeat questioning of why there is no barrier at the base of the grass slope to prevent children running down the grass and possibly straight onto the road and requests if the barrier could be extended towards Ledi Drive.	Note
4.3	**Road crossing patrol**. It was noted that at times crossing controls are not a full strength and there has been times when the Ledi Drive crossing patrol has not been available. There is a concern over the adequacy of cover being provided by EDC. EDC to be asked to attend to review the performance of the barrier at the end of the school day in a 'live' situation.	Note
4.4	**Parking**. CG noted that parents still dropping off on bus layby and access road to the school notwithstanding intervention by school staff. This is both inconsiderate to those requiring to legitimately use the disables space and a safety risk to children leaving school and entering into areas of moving vehicles. CG noted that Junior Road Safety Committee in the school could look at safety signage which could be made and implemented to discourage drivers.	Note
4.5	**Litter bins**. EDC to be approached to provide waste bins to front of the school to combat litter issue arising.	JMKPC
5	**Head Teachers Report**	
5.1	**Staffing**. HT interviewed and appointed 13.75 Hour SLA post, however the successful candidate has now withdrawn. HT will need to speak to HR as to re interviewing.	Note
5.2	CG confirmed that S Smith has taken up the post of Class teacher within the school. She is teaching in a number of classes across the school.	Note

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5.3	There office is still 6 hours short, HT has prioritised the above post, however the recruitment process for this will start shortly.	Note
5.4	**Transition**. CG noted that P7 transition options lists would be undertaken in January 2019 to non-denomination schools. Communication would be issued to parents/carers. Our feeder school is Turnbull Academy and we have a transition programme that involves primary 5, 6 and 7. Through this transition programme we are able to provide an experience of secondary education. As we are a Catholic Primary school, we are unable to have a transition programme with any other of the local schools until after December, when the P7 transfer form is completed. CG has discussed this at length with Chief Education Officer and the Catholic Church to ensure that we are following the correct procedure. DMcD advised he would discuss with parish priest.	Note
5.5	**School Improvement Plan** The School improvement Plan was issued by CG to Parent Council for review/comment. *St Nicholas' Primary – School Improvement Plan Session 2018-2019*. 3 priorities for this session will be RERC, Numeracy & Literacy.	Note
5.6	**Public Performance Review** EDC are looking for feedback to their communications team. EDC are looking to use St Nicholas as a case study. Discussion was had between the St N Parent Council members who thought best that the school should be able to operate for a period before commenting. Also, it seemed bests to wait until the full school facility is complete and handed over (external pitches, play areas etc), and that this would provide a better opportunity to gather comments from the Parent Council and wider Parent Forum.	Note
5.7	**Menu changes across EDC**. CG acknowledged that there had been issues with the introduction of the new menu. The issue around responsibility to upload new choices onto the system and the interface with the kitchen had caused confusion. CG noted that no child would ever go without something to eat at lunchtime. Should the system reflect that there is insufficient funds (either by error of the system or not) the child would still be provided with a lunch. CG also noted that there was no school policy to move children from tables to relocate them to benches if they were having a home-packed lunch, instead of a school lunch. Children are allowed to sit where they wish and be with friends at lunchtime. CG to raise with catering staff. Split-time dining is still in operation.	Note

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5.8	**P7 Residential Trip**. HT reported that the P7 residential trip to Lockerbie Manor went very well. Unfortunately there was no availability for next October. The options were November or August and the school as opted for August. The school has provisionally booked October for 2020 and 2021.	Note
5.9	**Halloween Discos**. DMcD wanted to acknowledge and thank all the members of Parent Association and volunteers for organising the Halloween discos.	Note

6 Any Other Business

6.1	EDC to be requested to remove temporary footpath which currently connect the new ramped footpath to the new access road and is being used as a shortcut by pupils and the risk they are walking onto a vehicle route. It was noted that the temporary path is not in the final design drawings for the school.	Note

7 Date and Time of Next Meeting(s)

7.1	Next meeting will be **Tuesday 22 January 2019, 6:30pm** at Bearsden Academy, Bearsden.	Note