

Milton Primary School Parent Council

AGM Meeting Minutes - Monday 10th September 2018

In Attendance: Sandra Gardiner (Chair), Nathan Purton (Secretary), Colin Bates, Lorna James (HT), Jacqueline Bunten, Sarah Allison, Judith Clark, Hazel McShane

1. Apologies – Margurite Schinkle
2. Agreement of previous minutes:
Adopted by – Judith Clark
Seconded by – Hazel McShane
3. Review of Constitution: No changes
Adopted by – Sarah Allison
Seconded by – Judith Clark
4. Changes of Office Bearers
Chairperson: Sandra Gardiner
Secretary: Judith Clark
Members: Colin Bates, Hazel McShane, Sarah Allison, Margurite Schinkle
5. Correspondence:
 - Receipt of £500 grant from Clydesdale Bank in June
 - SLC – Feedback from Parents as Partners Conference held on 31st May
 - Anne Winton, SLC – reminder of Parents as Partners Conference
 - Mrs L James – Let application form (forwarded to secretary – Nathan Purton)
 - Sarah Smith, High School PTA – advising them on our meeting dates.
 - Anne Winton – Survey re school holidays & staff development dates.
6. Chairpersons Report – attached as Appendix 1
7. Headteacher's Report
Mrs James intimated the following:
 - Parking is now in bays only. There is no parking or stopping in the turning circle.
 - PEF allocation – eligible parents should be aware of their entitlement to free meals.
 - Staffing
 - NQT in Primary 6 introducing Spanish club
 - Mrs Prentice Principle Teacher has reduced hours to 0.4
Mrs Bunten is currently 0.2 acting Principle Teacher
 - Two support members have reduced hours to 0.3 each
 - One new support member to be employed.
 - Two support assistant students to be joining.
8. School Improvement Plan
 - This is available on the School website.
 - This to be read by all Parent Council member prior to next meeting to enable an informed discussion to be held.
9. Uniform Update
Tesco now provide logo uniforms however there are some inconsistencies with logo. Gaynor Smith (School Office) to liaise with Tesco to correct inconsistencies.

10. Car Parking

This has improved and the police will randomly monitor to check for double parking.

11. CPR for Pupils

The school will be taking part in World start a heart day in October. Each class will have a 30 minute session. Save a Life Scotland – Fire Station is to be contacted to potentially provide dummies.

12. ACOB

- Scottish Sun Free Books for Schools
 - Collect tokens from the sun – between Sept 24th and Nov 18th.
 - Pack of 105 Collins Big Cat Books available for 3500 tokens. The School will register and PTA Facebook page will promote this promotion.

13. Dates of Next Meetings

- Monday 12th November 2018
- Monday 18th February 2019
- Monday 13th May 2019

Appendix A

Milton Primary Parent Council

Chairperson Report – Sept 18

Main Function

The Main Functions of the Parent Council are:

- a. Support the school in its work with pupils and parents
- b. Represent the views of Parents/Carers
- c. Promote contact and communication between school, parents, pupils, and the wider community
- d. Report to the Parent Forum

Meetings

Meeting were held in September, November, February & June

Parent Council

Chairperson: Mrs Sandra Gardiner

Secretary: Mr Nathan Purton

Current Members: Vicky Grove, Colin Bates, Marie Cox; Sarah Allison; Judith Clarke; Marguerite Schinkel; Moira Fell

Issues Reviewed during the Year

Community Grants

Grant funding of £500 was received in August from Clydesdale Bank Employee Scheme (via Sandra). This is being used towards transport costs for swimming lessons.

School Improvement Plan

Mrs James has informed the Parent Council of the Improvement Plan and updates through the year

Pupil Equity Fund

Additional funds from Scottish Government to improve attainment in school

Based on free school meal uptake, Milton received approx £24k this year. Amount can vary as dependent on no's claiming free school meals.

Funds were used towards -

- 0.4 extra support assistant;
- Additional literacy resources;
- IDL computer package to support children with dyslexia & additional support needs

Any funds not spent in this year will not be lost.

School Uniform

Tesco – arrangement now in place for Milton Logo to be on uniform ordered via Tesco.

Pupil Discipline/Safety

- Concerns continued raised about discipline and safety of pupils and staff during this year.
- Parent Council raised the concerns of parents to Tony McDaid, Executive Director, Education Resources. Jacqueline Wallace replied on behalf of Mr McDaid, and advised a comprehensive support package was in place, to allow all pupils to have a positive learning experience
- This will be reviewed on a ongoing basis at Parent Council meetings through the Head Teacher Report, and School Improvement Plan

School Parking

Continues to be a problem both in the school carpark, the drop off bay and adjacent roads.

This has been mentioned frequently on newsletters, and the school JRSO speaking to

There was also an issue with staff from the High School using Milton Car Park leaving insufficient space for our own staff.

This will continue to be monitored, with parents reminded to park appropriately.

Appendix B

Parent Council 11/9/17 - Head Teacher's Report

New Primary 1s

- Have settled very well and the full day from the beginning was successful.
- P7 buddies continue to support at various events and also during some Literacy time (buddy reading).

Active Literacy

- Parent Workshop to talk through the new resource and there will be a 'Come and See' afternoon in November to see this being used in classes.
- Almost all classes have now benchmarked their pupils to give starting point for their reading book.
- PEF Support Assistant has started today and will be targeting specific groups of children across the school to help close the attainment gap.

Discipline/Safety

- The session has started with an overall more positive ethos although I am liaising closely with Jacqueline Wallace, our new QLO on supports still required and how we continue to promote inclusion for all in M.P.S
- New PPB policy online, staff involved in writing this and trialling goldentime last session.
- As a result of in-house training, staff are more confident and positive in their approach using the nurture and attachment techniques. This will continue throughout the session.
- With the addition of PEF funded SSA we are able to provide higher level of support and presence in classes/playground and continue to use MAPA techniques which are used to de-escalate any potential aggression or violence. SAs will be fully trained in MAPA on the November inset day.
- Risk assessments are in place and reviewed regularly. This will be shared with Jacqueline Wallace when she visits the school on Friday.
- The vision, values and motto of the school have been re-launched at assembly and the children appear to have more understanding of these values. Staff have talked about a noticeable improvement in respect across the school.
- As a staff and cluster we are always sharing ideas and resources and will use PEF funding creatively to tackle any indiscipline. For example Psych services are running solution focused approach training which is similar to the restorative practice model we use. The structure of looking for a positive outcome in the meetings would involve children exploring feelings of empathy and understanding e.g why they have put themselves or others in an unsafe situation and what alternative options may be.
- We continue to follow SLC protocol and liaise with multi-agency personnel at HQ and beyond.
- As I said at the last meeting there are no easy answers but there has been an improvement this session and I am happy for any solutions you may have about how things can continue to change for the better.

Chaplaincy

- As in the previous session, Mr Carmichael will continue to liaise with 2 classes a month for about half an hour each on specific agreed topics. Last session he covered notable Scottish Christians to complement the class work, I have yet to meet to check if this will continue or a new topic explored but it will be agreed in advance so teachers can use this in their follow up tasks. Mr Carmichael will attend the Easter service in school and the church will be used for the end of year prize giving.
- Alex Kelly will again run a whole day work shop for all classes and will also lead 2 school assemblies with themes given and agreed in advance.

Nurture Nook

- The Nurture Nook is being used in a different way this year. We use it for some of our challenge champions groups and some of our SfL groups.
- Many of our pupils who have ASD have a number of sessions in the nook to look at social stories and we also use it for social interaction activities for some of our quieter pupils or pupils who need some support in friendship groups, turn taking etc.
- Sensory room with lots of tactile resources and our aim is that all children will be able to make use of the space.

Bingo Ball Blether

- Pupils have numbers allocated to their name on the register, a number is chosen at random on a Thursday. The pupil and teacher have a discussion about their learning and complete pro-form. The child then meets with HT on Friday to discuss work and look through jotters etc. I make a comment and then the work goes home to show parents/carers and a final comment is added.
- Really positive with a good dialogue between teacher, pupil, SLT and home.