

## FRIENDS OF GLAITNESS SCHOOL (PARENT COUNCIL)

Wednesday 6<sup>th</sup> September 2023 at 7pm

(In person meeting with Teams link)

### Present:

Steven Johnston (Chair)

Maggie Henning

Cheryl Gould

Ruth Smith

Karen Rorie

Rosie Drever

Ingrid Rendall (Head Teacher)

Sharon Muir (Deputy Head Teacher) (Minuting)

Shaun Tulloch (ELC Manager)

Caroline Paterson (Interim Business Manager)

1. **Opening** of meeting and welcome
2. **Apologies** for Absence noted from Michelle Kennedy, Kerry Bickmore, Alice Peace, Chrystall McBarron, Barbara Brown and Katy Firth.
3. **Approval** of Previous Minutes 17th May 2023: agreed with no changes.
4. **Action Log** Update: Nothing to note as all previous points actioned.
5. **AGM:**
  - 5.1 **Summary** of 2022/23: FoGS had input into the school sports day and the P1 handbook. There were presentations from the Net Zero Heroes and the Wellbeing group to explain their Wellbeing Baskets. Support was given again to the running of the extra-curricular sports. These were well attended and the 3 free taster sessions were well received. A Halloween disco was held. Christmas arrangements included the purchase of books for Christmas and the personalized cards and gifts, which proved to be a good fundraiser. It was good to feel like last year was more back to normal. The Lottery scheme was also a good way of raising funds and around £1600 are raised from this each year. There was a FoGS presence at Parents Evening too and Barbara provided financial information for parents through CAB.
  - 5.2 **Selection** of Class Representatives for 2023/24:

Nursery	Ruth Smith and <i>Michelle Kennedy (confirmed out with meeting)</i>
P1S	<i>Katy Firth and Chrystall McBarron (confirmed out with meeting)</i>
P1W	Cheryl Gould and Rosie Drever
P2F	Steven Johnston and <i>Michelle Kennedy (confirmed out with meeting)</i>
P2H	Maggie Henning
P3	Cheryl Gould and <i>Kerry Bickmore (confirmed out with meeting)</i>
P4	Ruth Smith and Karen Rorie
P3/4/S1	Vacant
P5	Barbara Brown and <i>Jess Smith (confirmed out with meeting)</i>
P4/5	Vacant
P4/6/7	<i>Jess Smith (confirmed out with meeting)</i>
P5/6/7	<i>David Johnson TBC</i>
P6	<i>Alice Peace (confirmed out with meeting)</i>
P7	VACANT

Parents who were present and willing to be class representatives were allocated to classes. Parents who had given apologies or who had been on the Parent Council were suggested but not yet confirmed (names in italics).

### 5.3 Election of Office Bearers:

- a) **Chair:** Steven is happy to keep going but described the challenges of his work constantly changing and at this stage doesn't know how long he can continue. A Vice Chair was suggested as a possibility to take over. Maggie Henning expressed interest in the role and would be willing to learn how it all works.
- b) **Treasurer:** Barbara Brown had previously offered to take on the role. This was unopposed and everyone was happy for her to take this on. Steven mentioned that although FoGS is not a charity, they do need to be able to demonstrate integrity with the accounts. Davy Campbell (NHS) has offered to do an audit previously. Ruth Smith also mentioned that VAO offer this too.
- c) **Secretarial Support:** It is always a struggle to find someone for this role. It is a paid role, but cannot be a parent or an OIC employee. Maggie Henning suggested

contacting Orkney College to find out if there might be anyone interested. Another advert on the FB page was also suggested.

#### 5.4 **Plans** for the Year Ahead:

- Identify things to spend funds on.
- Halloween Disco.
- Fayre? A summer fayre is a lot of work for little gain. Maybe a Christmas Fayre – something to think about.

#### 6. **Head Teacher's Update:**

Dining hall roof – have been told not to expect this to be resolved before December. The hall has been made secure and all roof spaces have been thoroughly checked and are reassured that the rest of the roof is ok. All other buildings in Orkney with a similar structure have been assessed and there are no risks with them. The biggest disruption has been for the kitchen staff who are serving from outside the PE hall. The pupils have coped well with the changes and any issues have been resolved quickly with a few tweaks to the arrangements. There hasn't been as much disruption to the PE timetable as first thought. Funding has been found from OIC to use the Picky Centre for Science Festival activities so that the pupils didn't miss out on these opportunities.

Staffing – there are two posts in progress which have been appointed and are waiting for all the checks to go through. One is the clerical post and the other is a Support for Learning Assistant. There is an additional teacher post which will be interviewed on the 20<sup>th</sup> September. Caroline Paterson has started in her role as Interim Business Manager.

Inspection Report – It was reassuring that the Self-Evaluation matched the inspection report. Teachers met on Tuesday to go over the report and identify strengths and areas for development. It would be good at another meeting to go over the report more fully as well as the School Improvement Plan and the PEF plan. Feedback on the School Improvement Plan is anticipated soon and once approved can be shared more widely. All schools have a focus on learning and teaching this year in a drive by the Education Department. This was recognised through the inspection report and was

already identified as a development in the School Improvement Plan. The report recognized the development of approaches to learning at Early Level. A strength that was recognised was the school's effectiveness in meeting the needs of children with additional support needs. Another school has made contact with Glaitness following an inspection with regards to this.

Let's Talk Money – an initiative headed by Wendy Bowen to increase awareness of financial supports available for families and a push to increase entitlement. Regular updates and posts to come regarding this each month. The group had some discussion about how the information sent out was very wordy and maybe a more reader friendly version could be sent out. FOGS could help to distribute a Facebook post.

Pupil Equity Fund – Fiona Scott's afternoon hours continue to be funded through PEF. PEF funding also being used for an In-school counsellor through the charity Place2Be. This is going through verification at the moment and is supported by £10,000 of PEF funding, £10,000 of a grant and the rest being funded by OIC. This would be 2.5 to 3 days per week. It is dependent on finding the right person for this. The school can reprofile the funding if needed. This would just be for this 2023/24.

## **7. Early Learning and Childcare Update**

The children are settling well. 37 children left at the end of the year for Primary One as well as 7 children who moved to Papdale through the year in preparation for starting P1 there. There have not been as many new starts but this will increase throughout the year.

Staffing – Kayla Smith has started as a permanent early years practitioner and Liam Falls has started as an early years practitioner in training.

Inspection Report – is due to be published on the 19<sup>th</sup> September. As it was a joint inspection between HMIE and the Care Inspectorate, the report will comment on the same Quality Indicators as the School's report, as well as an additional 5 from the Care Inspectorate. There can be discussion regarding the report at the next meeting.

SEESAW – would like to open discussion around how this is to be used across ELCC and the school to ensure consistency and clarify expectations. This could tie in with the work planned to clarify the purpose of each of the platforms used to parents.

## **8. Treasurer's Update**

Account balance is ~£6200. £1100 has just been paid out in the last week for last year and this year's P7 hoodies. Bills for the hire of Picky for the sports activities are likely to come in soon.

## **9. Fundraising Plans**

There is enthusiasm for the personalised Christmas cards etc. to happen again. Sharon Muir to arrange for delivery of fundraising kit.

## **10. Spending of Funds**

- P7 hoodies – P7 pupils have their new hoodies and a hit, as ever.
- Extra-curricular Sports – ongoing, billed per term
- Water bottles – decided an amnesty/swap at the end of the year would be more effective than buying new
- Cooking activities – FoGS confirmed they are happy to provide funds for this.
- Snacks/breakfast – As above

## **11. Extra Curricular Sports**

Letters have gone out. 3 taster sessions offered again before another letter seeking payment for the remainder. Steven suggested working with the school at the end of the previous school year as there is often not enough time at the beginning of term to get the letters out and give parents plenty of notice.

## **12. AOCB**

Concern was raised about the changes to the lunch menu such as suitability for children with sensory issues, no prior knowledge of soup menu and the meal not being enough to eat. In addition some parents felt they were now having to resort to packed lunch more often. Steven to contact Scott Pring, catering manager for more information.

Disco – Halloween Disco planned for Tuesday 31<sup>st</sup> October. Sharon Muir to contact Alan Garriock to find out his availability. Happy for any date Alan is available that week if Tuesday not possible. Steven unable to help organise this year so will arrange a group to organise it and share the information from 2022.

Family photos – Kevin Shearer keen to get going with adverts and booking system. School happy to share through usual communication methods.

### **13. Correspondence**

Suggestion for a fayre from a parent – discussed above.

There was an email requesting FoGS purchase water bottles for use in school. This had already been discussed earlier in the meeting (see above).

**14.** The next meeting will be held on **Tuesday 14<sup>th</sup> November at 7pm**