

PARENT COUNCIL MEETING



MARCH 14TH, 2017

Description	Action
<p>(1) Welcome Mr. Bryan Heaney welcomed everyone in attendance. (Apologies and attendances are set out at the end of the minute.)</p> <p>(2) Opening Prayer Opening prayer led by Father Scally.</p> <p>(3) Minutes of Previous Meeting: No correction to be added. January's minutes are approved and to be distributed to all parties.</p> <p>Agenda item - School meals (update)</p> <ul style="list-style-type: none"> ❖ The proposed new menu as for next school term now offers only water and milk. ❖ Focus group: set-up and led by Mrs. Josephine Beech-Brandt to carry out the observation of children during School lunch times. In her absence, the Parent Council suggested using the communication forum like ParentMail and the school's website to get more volunteers (if needed) and invite for more parents' comments. The aim is to get this action moving forward before the end of the school year. <p>Agenda item - School Partnership (update) The action plan - divided into four keys: numeracy, literacy, global citizenship and wellbeing - is being crystallised:</p> <ul style="list-style-type: none"> ❖ Now in position where activities are drafted within each of those four headings and a meeting with Mrs Nazarian, Council representatives and teachers is planned to agree the feasibility, the budget of these activities and any monetary requirements (w/c 20/03/2017). It is anticipated that by June the group will be able to measure progress. They are essentially small things to ensure they are achievable and deliverable. A detailed action plan that encompasses those four carriers will be circulated in due course. ❖ The paying form is still being debated. Discussion on whether the PTA could be approached alongside to what the school's budget could absorb. Also need to investigate/clarify the resources already in place that would apply. Agreed that there isn't anything outside the extraordinary financially. ❖ Invitation to other parents in the next fortnight to join in with the group and take the actions forward. The Parent Council suggested the use of Parent Mail and ParentPay to communicate with parents on this matter. ❖ The core group is well established. Suggestion to attract external organisations to the school, ie: local businesses. Noted there are already a few external linking are in place such as Morningside Library (local community aspect) and with Mrs Nazarian (link with the Council). There is not however a permanent community member – the Parent Council is opened to suggestion as to who could get involved with St Peter's SP. <p>Alongside of the above, noted the school's future <i>Standards & Quality Improvement Plan*</i> (SQIP) – should be ready -in draft form- by the end of the session.</p> <p><small>*The aim of a SQIP is to help providers self-assess their performance in delivering quality education and care, and to plan future improvements. The SQIP also helps regulatory authorities with the assessment of the service.</small></p>	<p>PC Clerk</p> <p>JBB</p> <p>PC</p> <p>PC</p>

St Peter's R.C. Primary School

Would you like to get involved ?

Here is a detailed presentation on the School Partnership in place:

This year St Peter's School has been taking part in 'Partnership Schools Scotland' - a 3-year national pilot project which aims to encourage partnership work between school, parents and the local community with a view to making measurable change and improvement. The 'Partnership Schools Scotland' initiative has been organised and developed by the Scottish Parent Teacher Council who provide support and back up to individual schools taking part.

A pilot team of teachers and parents, which links to the Pupil Council and the wider community, is already working on various ideas. Here is a flavour of what is being worked on this year within the key themes of learning, partnership and wellbeing:

LITERACY: FOR THE LOVE OF READING

Create a cosy and inviting reading den in the library

Ensure each child who wants one has a community library card

PARTNERSHIP: CELEBRATE THE INTERNATIONAL DIMENSION OF OUR SCHOOL

Support Pupil Council to deliver the 'Around the World' Garden Party in April

Create an 'International' pupil assembly and celebrate Universal Children's Day

Establish a parents' International Committee

NUMERACY: INCREASE FINANCIAL AWARENESS

Support the delivery of Financial Education Fortnight

Explore possibility of numeracy curriculum & learning events for parents

WELLBEING: GROWTH MINDSET

Share Growth Mindset reference material & courses via the school website – available now!

Host a Growth Mindset event for parents

Each of these ideas is anchored in the 2016-17 School's Improvement Plan. The current team members are: Caroline Havard, Margo Saliba, Kathleen McAdams, Emma Beausang, Denise Masek, Mrs McCabe, Mr Milmore.

Please email admin@st-peters.edin.sch.uk to register your interest on the following actions plans:

Help to create the reading den in the library

Take part in the initial meeting of the International Committee

Help shape and deliver the Partnership Schools programme for 2017/18

Agenda item - Educational Attainment

❖ CfE *

(*The new Achievement of Curriculum for Excellence (CfE) return collects data each year from for all pupils in Primary 1, Primary 4, Primary 7 and Secondary 3 in publicly funded primary and secondary schools, and for all pupils based in special schools/units. This return measures national performance in aspects of literacy (i.e. reading, writing, and listening and talking) and numeracy, and reports on the proportion of pupils who have achieved the expected CfE level, based on teacher professional judgements, relevant to their stage. The information was based on teacher professional judgements as at June 2016.)

At last January's PC meeting, the possibility to obtain a comparative of the results over a set period of years was questioned. St Peter's was to confirm if the tracking attainment documentation were consistent / cohesive enough for interpretation purposes. The parent Council was to gather more information from the Council / School on the subject. **Item deferred.**

ST/AT

St Peter's R.C. Primary School

<p>Agenda Item - Survey</p> <p>Item deferred.</p> <p>Agenda Item - New Behaviour Plan The policy draft has been circulated to the Parent Council for information and comments.</p> <p>The feedback from the children is so far very positive. Noted it opened vertical connections between class levels. These encouraging signs allow the school to further develop the scheme and giving pupils more responsibilities, especially with the P7s, in the future/next year rewarding them with a certificate as they take on more of a leadership role. Few teething problems but none preventing moving forward with the behaviour plan.</p> <p>The communication with the parents (red letters) is widely welcomed as it is seen as a focus on what is happening in the school. The Parent Council asked on the pertinence in having the actual detail of the incident (freehand reply) rather than a tick in a (categorised?) box.</p> <p>Also, suggested the behaviour policy to comprise a spiritual side and moral values that makes St Peter's part of a Christian School. The school welcomed the idea.</p> <p>Query on the visibility of the children names on the traffic light system in each classroom has been raised as it appears to be at odds with intention of the schools to become a rights respecting school as such a visible system could be humiliating for those children on red and goes against the dignity of the child. The school informed that the primary aim of the traffic light system in classrooms is as a visual reminder. It motivates the children and helps them to situate themselves whilst ensuring the "right to learn" - adapting what works well for the benefit of the many. The school reminded that the focus of the new behaviour plan is the positivity of becoming green and rewarding that as well: various incentives are in place such as the green rosette for the whole class (on a weekly basis) which promotes team working. These are the kind of positive visual reminders that helps children to see how they are performing and working together.</p> <p>Noted that the reflection sheet signed by parents need to be a process/acknowledgement that happens as fast as possible. However the school didn't discard possibility in adjusting things. Also suggested that perhaps a continuous record to track progress between green, amber and red; where parents are being made aware of a child who continuously fluctuates between green and amber. The school will look into the possibility of adding an extra communication.</p>	<p>AT</p>
<p>(4) What is happening to the School.</p> <p>Agenda Item - Staffing Congratulations to Ms Lindsay Kennedy on her appointment as Deputy Head Teacher (refer Head Teacher's report for more details). Apologises</p> <p>Agenda Item – ParentPay's launch Mrs O'Connor gave all present a detailed update:</p> <ul style="list-style-type: none"> ❖ Noted ParentPay took longer than primarily anticipated to launch due to various technical difficulties experienced with South Morningside Primary School (SMPS). Eventually SMPS went live last week. Although in its early stages, parents are slowly coming on-board. <p>Next phase is to put all St Peters' parents in and pull the information through. All parents will be asked to put their primary contact once they get their activation letter. Noted it must be the primary contact that activates the account. Also, in order to avoid later complications, the ParentPay login / account details MUST be the same as those on <i>mygov.scot</i> for parents who already have an account there. The school office staff will receive a full ParentPay training (w/c 20/03/2017). It is anticipated that toward the end of April/ beginning of May, the activation letter will be sent out and ParentPay should be live before the end of the school year.</p> <ul style="list-style-type: none"> ❖ School lunches thru' ParentPay <p>Parents will be able to select the main course only. Starters and desserts will be indicated</p>	

St Peter's R.C. Primary School

for information only and not available for selection. System valid across the whole of Edinburgh Council.

- ❖ There is a small 1.27% charge associated with the website for each payment. However, Edinburgh Council will cover the milk and school meals provision and St Peter's School will support the various trips and anything else that goes thru' the schools activities. No cost will be passed onto the parents. Noted that it actually represents a saving as there will no longer be a fee to pay as currently with ParentMail.
- ❖ ParentPay will not include payments for separate Clubs activities. Edinburgh Council statement is the following: **"Note that the system should not be used to collect payments to be deposited into the school's Parent Council bank account or any other non-Council bank account with the exception of PPP catering providers used by the Council. Non Council organisations are independent and therefore responsible for their own administration and consequently their own bank account sit outside Council jurisdiction. There will be no facility for parent to pay for third party providers of after school care, these payments should continue to be made directly to the provider."**

Lastly, when ParentPay goes live, there will be a standard information pack and leaflets/ Q&A. The Parent Council suggested that all this information should be available on the School's website when the roll out formally starts. It also advised to link ParentPay directly from the School's website via a simple "click" button. The school indicated it does require however the parents to actively register their ParentPay account first, before anything could happen.

General information can be also found on :

http://www.edinburgh.gov.uk/info/20014/schools_and_learning/1515/online_payments_for_schools_and_early_years.

(5) Head teacher's report

Please refer to the document attached.

Detailed information on:

- ❖ staffing:
The school highlighted that it has been challenging this year P1A class in particular. Two full time temporary teachers have been appointed out of four possible candidates. The teachers have already met the class alongside Ms. Kennedy. Following Ms. Kennedy's new permanent role as Deputy Head Teacher, St Peter's is now in the process of getting one permanent Principal Teacher. The post will be advertised in the very near future on MyjobScotland's website (<https://www.myjobscotland.gov.uk/councils/city-edinburgh-council>). The Parent Council suggested the post to be also advertised on the Scottish catholic website in order to perhaps widen the array of appeal (http://sces.org.uk/teaching-vacancies/?page_id_all=1). A member of the Parent Council is also to take part in the interview panel. St Peter's will advertise in a future phase for a second Principal Teacher as it only have the Council's approval for one post at this present time.
- ❖ Edinburgh Paris Schools Partnership: exchange of linking schools from both countries/towns and develop a cultural partnership with a French focus. It is aimed to be developed more in depth next year for P5 to P7 and through eTwining.
- ❖ Playground:
Meeting with PTA and parents who expressed their interest – principally meeting to gather ideas and ascertain with the Council representative on the design feasibility for transforming the actual playground (requires to follow technical & regulatory procedures).

(6) PC Chairman's report

Cluster group meeting took place last September where the secondary & primary sectors were represented. Emphasis has been given to concentrate on sharing the agendas with other primary school chairmen. Two main points came out of it:

- playground issue:
Noted that the Council is lifting its moratorium on playground developments
- Interest in a presentation by local authority called "1 in 5" which is to do with child poverty

St Peter's R.C. Primary School

<p>and the real cost of school every year for families. Where the relative poverty can have more of an affect than the absolute poverty on people.</p> <p>The parent Council suggested that it would be beneficial to organise the presentation at St Peter's as a joint event between the Parent Council and the PTA. See how it can be better translated with the financial tools already at hand with the PTA and the school's equity fund.</p>	
<p>(7) Reports of activities that affect St Peter's, Community Councils etc.</p> <ul style="list-style-type: none"> ❖ Redevelopment of Sick Kids and Ainslie hospital sites: Ensure that the ability to come and go through the Ainslie site as a right of way will be maintained. ❖ Road safety at the south gate that affects SMPS and St Peter's school: the new Planning Application in lieu of the toilet block will increase the pressure through that end and have an impact on vehicular traffic/parking. Local residents have also expressed/renewed their frustration of parents jamming the traffic when dropping their children. Encourage parents to adopt a considerate behaviour with the neighbourhood. 	
<p>(8) Any other business</p> <p>Mrs. Johnstone's and Msgr. Kerr's retirement The PC and the school gave feedback on Mrs Johnstone's retirement day as a successful event. The mass ceremony particularly gave credit to St Peter's pupils. A 'thank you' card from Mrs. Johnstone has been uploaded on the School's website. Msgr. Kerr' special day will be in the form of special school assembly followed by tea time with staff (w/c 20.03.2017). Noted Father Kevin Douglas has started to be progressively involved with the School and the pupils.</p> <p>(9) Closing Prayer led by Father Scally</p> <p>Apologies: Mr. J. Evitt, Mrs. K. A. McAdams, Mrs. J. Carter-Dailly, Mrs. A. De Bonrosto, Mr. G. Mone, Mrs. J. Beech-Brandt, Mrs. E. Farrugia.</p> <p>Attendance: Mrs K. Nazarian, Mrs O'Connor, Ms Dowey, Ms. L. Kennedy, Father P. Scally , Mr. B. Heaney, Mrs. A. Tierney, Mr. N. Thorin, , Mr. A. Crichton, Mr. S. Tait, Mrs. J. Staermose-Johnson, Mrs. M. Cresswell, Mrs. M. Saliba , Mrs. C. Daverin, Mrs Caroline Harvard; Mrs. E. Meyer McKeon.</p> <p>End of meeting Bryan Heaney thanked everyone for attending. The next meeting is scheduled Tuesday 9th May 2017 at 7pm.</p>	