



MINUTES

Parent Council Meeting – 05.12.2017 St Peter's RC Primary School

Attendees: Church: Father Scally (FS);
Parent Council Members: Bryan Heaney (BH), Andrew Crichton (AC), Marina Creswell (MCR), Ailsa Tierney (AT), Jo Beech-Brandt (JBB), Neil Davidson (ND), Estelle Meyer McKeon (EMM), Niall Handy (NH), Jen Staermose Johnson (JSJ), Claire Daverine (CD).
School Representatives: Kathleen Nazarian (KN), Lindsay Kennedy (LK); John Evitt (JE)

Apologises: PSS Co-Chairperson: Caroline Havard, School Business Manager: Margo O'Connor, PC members: Margo Saliba, Sophie Lee-Camax, Gerry Mone, Kathleen Ann McAdams, Stephen Tait and Emma Farrugia. Principal Teacher/Support for Learning: Rebecca Dowey (RD).

Please read: <https://stpetersrcprimaryschool.wordpress.com/policies/> ; <https://www.britishscienceweek.org/> ; <https://stpetersrcprimaryschool.wordpress.com/policies-and-procedures/>

Agenda			
		Action	Deadlines
Forewords & Prayer			
Minutes of the last meeting	Approvals.	To circulate	30.01.2018
Matters arising:	Community playing field: storage.	To follow up	30.01.2018
	New Behaviour Policy: religious dimension	Tabled at meeting	Item closed
	STEM Initiative.	None	Item closed
	ASL Policy: parental feedback.	Updated	Ongoing
	School meals focus group	Resuming 01.2018	Ongoing
	Educational attainment	Chart tabled at meeting	Item closed
	Aitken & Niven: school logo.	Waiting for feedback	Ongoing
	ParentPay issues	Parents to contact Mrs. O'Connor	Item closed
Separate items of business:	Catholic school parental involvement	Participate in events	
	St Peter's parents survey	Establish new focus group	30.01.2018
Chairperson's report	See paragraph.		
Headteacher's report	Updates given throughout meeting		
Financial report	See paragraph.	Detailed report needed	05.12.2017 30.01.18
Correspondence	none		
AOCB	See paragraph	For consideration	none
Closing prayer			
Additional Information			
Any parent who wishes to volunteer for any of the action sub-group listed, please contact the Parent Council via email or directly with your class representative.			
Parent Council contact: pcstpetersprimary@gmail.com ; stpetersclerk@gmail.com			

02 Parent Council Meeting - DEC17

Agenda

Forewords

BH thanked everyone in attendance

Prayer

School prayer and meeting prayer lead by FS.

Minutes of the last meeting:

No further comments received for October's minutes at the meeting.

October's minutes approved and to be circulated to all concerned.

Matters arising:

- a) Playing Field Storage
 - b) Additional school storage
 - c) Playground initiative

No feedback from interested parties.

Also, following discussions with AMEY, KN suggested the possibility of an additional storage facility within the school grounds located in a redundant corner of the carpark area. JBB highlighted the difficulty to coordinate its access out of school hours.

ND and KN provided a general update on progress: visits to other primary schools have taken place to assess design and quality vs. practicality and potential maintenance issues. The idea is to get a few specialised contractors from ECC's certified supply list to tender for the project. Noted the school had benefited in the past from a £10,000 funding and potentially this could be reiterated: Mr. Thomas Grey from Scotplay was advising the school at the time. All agreed to seek further information in order to submit a relevant application for a repeated funding if applies. BH noted progress was very positive.

BH to follow up if anything new happening /updates.

Item to follow.
2. Religious input in the School Behaviour's Policy

KN informed all present a section has been inserted in the New Positive Behaviour Policy integrating religious ethics and ethos specific to St Peter's. FS read the extract. All agreed it defined well the School's identity. BH thanked FS & all involved for making it happen.

Please note the document can be found on the school's website: <https://stpetersrcprimaryschool.wordpress.com/policies/>
3. STEM Initiative

The school Partnership is currently leading the initiative in conjunction with St Peter's school. KN indicated the STEM group is meeting within the schools' cluster to finalise the plans of actions ahead of the STEM fortnight event. It has now been moved from February to March to coincide with the British Science Week (9-18 March 2018). Ultimately, we are looking at embedding STEM more into ongoing tuition. KN confirmed that there's a working group within the staff ensuring that not only resources are available but also present within the program.

Mr Milmour, Mrs McCabe and Mrs. Braby (?) will lead the event. JBB suggested the initiative represented an opportunity to involve all teachers. KN confirmed there is a group of teachers that coordinate already the various actions throughout the school.

More information on: <https://www.britishscienceweek.org/>
4. ASL – Parental feedback

KN informed that St Peter's has received only a couple of suggestions to date.

JBB proposed that the ASL parental feedback be put onto the website following the informal meeting that took place earlier this year with Mrs. Dowey. It will target a wider group of St Peters' parents with pupils needing additional support. JBB also suggested ending the practice of getting the notification letter of a child requiring ASL through "pupil's post". It is perceived inappropriate given the sensitivity of the information. JBB proposed alternatives such as a phone call or an invitation to meeting. This would also improve the communication channels on such complex topic. KN agreed that no parents will/are be notified via letter.

CD asked that the School should also detail the reason why a child requires additional support given the huge variation in the range of needs that is taken under the ASL Policy. KN also emphasised on the variation of the duration (short/long term) of those needs that might be required and specific to each and individual child. All present acknowledged the exceptional engagement of Mrs. Dowey (RD) towards ASL school policy and her work.

More information on : <https://stpetersrcprimaryschool.wordpress.com/policies-and-procedures/> .

Please contact /email the school directly should you wish to contribute to the census or seek additional help.

Conclusion: The Parent Council stressed the importance of having ongoing communications to parents with a child requiring ASL reflecting more accurately any changes in the form of support and/or the duration. Possibility to meet Mrs. Dowey on school playground for appointment to be explored.

Action items:
KN to relay to RD

Person responsible:
RD (?)

Deadline
ongoing

5. Nutrition focus group

Following an invitation through the school's parent mail, a dozen of volunteers have come forward to form the action group led by ST. At the meeting, the Parent Council enquired on the possibility to carry out monitoring sessions during the month of December. KN indicated her preference to start the observations in January rather than December as it is traditionally a very busy month for the school. All agreed to postpone.

Conclusion: Information to be relayed to ST. Monitoring exercise to start in January 2018.

Action items:
Lunchtime survey.

Person responsible:
ST

Deadline:
ongoing

6. Educational attainment

From last meeting: *"the main exercise is to approach the local authority with a view of getting as much information as possible to allow for comparison; subsequently assess whether the comparisons are actually valid to make, and also whether there is anything to learn from them"*. This meeting: 1) look at St Peters' figures over the years and 2) whether the Parent Council has an interest in taking forward to the council other schools' figures through the freedom of information request or the parental involvement act. The main reason the Council isn't sharing wider information is to avoid the "league table" pattern.

KN tabled at the meeting a chart tracking figures from the last 5 years from P1 – P4 - P7. KN stressed children come from different stages, at different times and the school encapsulates children with different strengths and backgrounds. The results are based on all the various ongoing assessments: there is a whole series of benchmarks and the child needs to be secure at most of them in order to achieve the required level at the end of each stage.

The Parent Council subsequently asked members whether this is helpful information and whether it tells anything unless standardised against a benchmark. KN stressed the figures reflected in this chart are accurate and differ from the one published on the Scottish Government website.

Parent Council consultation on the draft SQIP: the idea was, with the school's assistance, to try to move the draft SQIP further forward in the year to allow for the Parent Council to comment on it. LK position was more to have the PC to contribute to it. Agreed to set a formal stage to present the draft in order to engage with the Parent Council as the body which represents the parents. Also suggested getting the Parent Council's input all year before it's promulgated.

Conclusion: BH concluded that the Parent Council learned everything possible from the data presented. Members agreed at meeting not to query forward the City Council on other schools' attainment information.			
Action items: Educational attainment: none, Confirm PC meeting to tie in with new/next SQIP draft proposal. Revisit PC meeting if required.		Person responsible: BH/KN PC Clerk – LK	Deadline: Item closed 05.12.2017 30.01.2018
7. Aitken and Niven	KN indicated the school had not received any feedback from the shop. If any update it will be followed up at next meeting.		
8. Parent Pay	Issues related to duplicated emails and absence of correspondence for the second registered person on the account. KN informed all to contact the Business Manager, Mrs O'Connor for each individual issue. KN reiterated that ParentPay is primarily a financial tool that the Council embraced for its school, thus all the communication will now be introduced through a third website in the course of 2018 through the Council's initiative.		
Separate items of business			
9. Catholic school parental involvement.	From last minutes: " <i>St Peter's PC has contacted the Catholic School Parental Involvement notifying participation. As yet there is no response. However it is expected we would organise one of those meetings</i> ". AC to report any matters that arise from it. Noted just received a newsletter including a brief summary of the cluster group that took place earlier this year.		
10. St Peter's parents survey	Establish a survey led by AT on what parents want to question. Noted a small group of volunteers (max. 4/5 people) is needed to help formalise the survey. CD and NH noted their interest in participating.		
Conclusion:			
Action items: Short paragraph to be drafted calling for volunteers; circulate through School's newsletter / parents mail.		Person responsible: AT	Deadline: 30.01.2018 (?)
Correspondence	None received.		
Conclusion:			
Action items:		Person responsible:	Deadline:
Chairman's report Mr. Heaney BH indicated had little to report. No external meeting since last PC meeting.			
Head teacher's annual report Mrs Nazarian Mrs. Nazarian's report forms part of the comments and school updates received during the meeting.			
PTO.			

Financial report		Mr. Mone	
£1,954 in the Parent Council balance. Mr Mone was absent - Item deferred.		<p>Conclusions: The funds available could be used for specifics to the Parents Council's actions groups.</p>	
<p>Action items: GM to come back with detailed report.</p>		<p>Person responsible: BH / GM</p>	<p>Deadline: New: 30.01.2018.</p>
AOCB			
11. Foreign language/PE/Art provision	AT relayed queries on how much teaching the children are getting on a weekly basis. KN indicated the school cannot enforce children to physically run but encourage some form of physical exercise. KN also confirmed there is no footwear issue as to what the children wear during these sessions. St Peter's does not have an art specialist teacher as such but a teacher who has an interest in it.		
12. Classroom communication	Dates in the school's calendar: confirmed Christmas lunch on 12 th December. Nativity dates also required to be corrected (day to match number). The Parent Council relayed to the School the parents' frustration at coming across inconsistent dates in the school's calendar. It asked the school to ensure its accuracy to enable parents to free their time for attending school's events.		
13. Confirmation of application	AT also enquired whether the office could produce an acknowledgement / receipt for a nursery place request aside of the Council standardised letter. It would be useful to have a confirmation letter indicating when potential parents are to hear about any progress on their application.		
14. Christmas lights.	The Parent Council confirmed it didn't contribute to the Morningside's Christmas Light this year. The predominant reason being that St Peter's gathers families from several districts; thus it wasn't relevant nor representative to favour one district above others.		
<p>Action items: St Peter's to consider relevant information relayed</p>		<p>Person responsible: school</p>	<p>Deadline: none</p>
Prayer			
BH thanked all present for coming and FS closed the meeting with the School prayer.			
Additional Information			
Next meeting: Tuesday 30 th January 2018 @ 7pm.			

Positive Behaviour Policy and Guidelines

Learning today, Shaping tomorrow

Rationale:

As a Catholic School, we are committed to the integrated education and formation of the whole person, in close partnership with parents as the first educators of their children, and to an inclusive ethos which aims to honour the life, dignity and voice of each person, made in the image of God. (SCES Charter for Catholic Schools in Scotland)

As a Christian foundation, we are guided by the values and the vision of faith community expressed in the prayer of St Paul: "May he give you the power through his Spirit for your hidden self to grow strong, so that Christ may live in your hearts through faith, and then, planted in love and built on love, you will with all the saints have strength to grasp the breadth and the length, the height and the depth; until, knowing the love of Christ, which is beyond all knowledge, you are filled with the utter fullness of God." [Ephesians 3:16-19]

With this in mind, we aim to create an environment which encourages and reinforces positive behaviour and the fostering of Christian values.

We have high expectations of behaviour throughout the school and at all times during the school day. This is closely linked to the vision and values of our school because we believe it is vital that the school adopts and maintains a consistent approach to behaviour at all times and by all members of the school community. This policy also links to; School Values, Equality and Anti-Bullying Policy and the Health and Wellbeing Experiences and Outcomes of Curriculum for Excellence.

Aims

-) To promote a positive ethos in the school through encouraging a shared understanding of our Christian values which underpin our attitudes and actions : RESPECT; RESPONSIBILITY; HONESTY; CARE & COMPASSION; FAIRNESS & EQUALITY
-) To create an environment that expects, encourages and recognises good behaviour and one in which everyone feels happy and safe
-) To help pupils develop self-respect, self-regulation and accountability for their own behaviour
-) To build and maintain positive relationships and an awareness of how our behaviour impacts on ourselves and others
-) To encourage the partnership between home and school and promote shared responsibility