



**Beaully Primary School
Parent Council**



**Minute of Parent Council Meeting
held on Tuesday 29th January 2013**

Present: Ivor Campbell, Cllr Helen Carmichael, Isobel Crawford, Colleen MacIntosh, Julia MacLeod (Teacher Representative), Fiona McQuarrie (Chair), Andrew Ritchie, Alison Robertson, Hazel Stewart, Judith Whitelaw

In Attendance: Kenneth Morrison, Head Teacher; Margret MacRae, Clerk

1.	<u>WELCOME</u> Fiona McQuarrie welcomed everyone to the meeting. Apologies were received from Jane Campbell, Linda Mair and Rev. Edgar Ogston.	<u>Action</u>
2.	<u>APPROVAL OF MINUTES</u> The minute of the Parent Council Meeting held on 6 th November 2012 was approved. Proposed - Fiona McQuarrie Seconded – Hazel Stewart	
3.	<u>MATTERS ARISING</u> <ul style="list-style-type: none"> • Fiona McQuarrie reported that she has experienced difficulties in exchanging the high visibility vests for a larger size but hopes that this issue will be resolved. • Mr Morrison advised that a temporary solution has been put in place to enable additional internet access in the flat roof building. The cost of installing wi-fi for the school is in the region of £1685. Mr Morrison has approached the Lydia Michael Trust to see if the trustees would consider making a contribution towards the cost of installation. • The Lydia Michael Trust will also be approached to see if they would consider making a contribution towards the proposed trim track. The school has not yet obtained three quotes but once received will pass this information on to Colleen Mackintosh for the application being put together by the Parent Council. • A very low response was received in relation to the electronic version of the Parent Questionnaire. The decision was taken to circulate a paper version and 58 responses have now been received. The school office is entering the data received on the paper copies into Survey Monkey in order to make use of the analysis available from this software. Mr Morrison will present the feedback at the next Parent Council meeting and then make the information public to all parents. • The Parent Council has not yet progressed their questionnaire. Due to the poor response to the electronic version experienced by the school it was felt best to circulate a paper copy. Mr Morrison offered that the school could help with the administration by entering feedback received on Survey Monkey on behalf of the Parent Council in order that they can utilise the collation / analysis aspect of this software. 	<p>F McQ</p> <p>KM</p> <p>KM</p> <p>Parent Council/ school</p>

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- No definitive feedback which can be shared at this time has been received in relation to the feasibility study undertaken in respect of the school buildings. Cllr Helen Carmichael advised that a number of options are being considered and costings are being finalised. She re-assured parents that things are progressing.

4. HEAD TEACHER'S REPORT

- Kenneth Morrison reported that the festive fundraising events raised approximately £3200. The money raised will ensure that the P7 (ie current P6) class will be able to go on a residential trip at the beginning of the next academic year. The fundraising enables the school to offer the trip at a nominal cost to parents and it would be very desirable to make this an annual expectation.
- A £500 donation towards the Trim Track was received from Sara MacDonald on behalf of the New Year's Day Family Ceilidh.
- A letter has been received from the Scottish Property Centre offering sponsorship for equipment / events etc. The Parent Council suggested also providing local companies the opportunity to sponsor school events.
- The school has now registered with Easyfundraising.org. The link to this fundraising initiative has been added to the school website.
- The appeal for good quality second hand books for the school library has been very successful. Over 100 books have been donated. These will now be catalogued by the Library Group (one of the school's citizenship groups).
- The re-surfacing of Braeview Park has now been completed. Mr Morrison explained that the initial plan for the drainage involved using a 'French drain'. As this type of drainage leaves large exposed stones Mr Morrison felt that this would not be suitable near the school and shinty pitch. This has now been changed and the edge of the path has been covered with a membrane and top soil. This will be grass seeded in due course. Mr Morrison thanked Cllr Carmichael for her help in getting the path edging / drainage changed. It was reported that the path is being gritted by a local contractor during times of very cold weather.
- An after school football club for P5-P7 pupils has now started on Monday afternoons. Mr Morrison asked for volunteers to help run this club. Volunteers are also sought for other extra-curricular activities and anyone who has an interest / is willing to undertake activities with pupils should get in touch with the school. It may be possible to get training and /or funding for equipment to facilitate activities. The school would also pay the cost of obtaining PVG disclosure.
- New gates have now been installed at the entrance to the school. However, the catch is very heavy and not ideal for young children. Mr Morrison has contacted the Maintenance Officer in order that this can be addressed.
- The Highland Council has been given consent by Lovat Estates to close a gap in the fence behind the on-site shed.
- The Gym building has been re-pointed in response to vandalism. This continues to be an on-going weekend problem with small fires and broken windows common. The police are undertaking a formal survey and will compile a report on areas of weaknesses in relation to school security.
- A serious leak in the gym building is being investigated. A fourth contractor has now been employed to try and identify the source of the problem.
- The school has been approached by Blythswood Care regarding the possible siting of a Blythswood Reuse Recycling Point on the school grounds. Discussion took place and the Parent Council felt that with the current vandalism problems

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	<p>etc this could pose another potential hazard. In addition the Parent Council would prefer to look at options which generate funds for the school eg Rag Bag. Hazel Stewart volunteered to look into initiatives such as Rag Bag.</p> <ul style="list-style-type: none"> • All Pupil Support Assistants, Tracey Ritchie and Michael Edwards will undertake First Aid training on one of the Inset days. • The draft Cycle Policy was circulated and adopted. Mr Morrison confirmed that as the new cycle shelter offered increased capacity all children who wished to cycle to school should be able to do so. It was agreed to confirm that there was no age restriction in the consent letter which will shortly be issued to parents. • Discussion took place on the possibility of swapping lunch arrangements in response to congestion caused by an increase of uptake of school lunches. The Parent Council would have no objection to the P1-3 children going first, and the P4-7 children having the later lunch break. • The Parent Council suggested that more information regarding the cost of putting on productions such as the Scottish Opera was shared in order that parents had a greater awareness of why they were being asked to purchase a ticket ie to help offset the cost of providing these types of opportunities. • Mr Morrison and Miss MacLeod explained some of the difficulties the school had encountered in relation to the timing / format of the Scottish Opera and Song Squad events. It was acknowledged that it was not ideal that these were so close together, however the school did not want the children to miss out on these opportunities. • Discussion took place around children bringing toys to school to play with at break times. It was reported that some children felt pressure from their peers to bring in specific toys. Mr Morrison will discuss this issue with staff at the next staff meeting in order that these concerns are addressed. In addition the school will look into the possibility of purchasing toys for imaginative play for the playground. The school will also put something into the next newsletter regarding this issue. • Mr Morrison clarified that pupils should not bring mobile phones to school. There may be exceptional circumstances where a pupil needs a mobile phone after school. Should this be the case parents should make a special arrangement with the school and the pupil will be required to keep the phone switched off and in their school bag. It was agreed to insert this information into the next school newsletter. • A concern was raised in relation to the movement of vehicles in the playground at the end of the school day. Mr Morrison will investigate this. 	<p>HS</p> <p>School office</p> <p>KM/ staff / office</p> <p>School office</p> <p>KM</p>
<p>5.</p>	<p><u>CHAIRPERSON'S REPORT</u></p> <ul style="list-style-type: none"> • 'Santa's Elf' has asked that her thanks be passed on to Mr Morrison for the gift of a bottle of wine. • It was reported that there had been a decrease in the parking issues in Croyard Road. However, it was noted that there are still a number of parents and staff who continue to park outside the school. • Fiona McQuarrie thanked everyone who had taken part in the various fundraising events which had taken place before Christmas. Particular thanks were given to Colleen Mackintosh for all her hard work in producing the Beaully Song Squad and Shine Star Shine DVDs. • Fiona McQuarrie also thanked Mr Morrison for the safety workshop facilitated by Bardon Aggregates. It was felt that this was really effective. Mr Morrison advised that this initiative is now being rolled out throughout the Highland region. • It was noted that the way in which Maths is taught in schools has changed over 	

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	<p>the years. Fiona McQuarrie asked if it would be possible for the school to consider running a Maths session for parents to enable them to better help their children with homework. Mr Morrison will discuss this with staff.</p> <ul style="list-style-type: none"> • The Parent Council enquired if it would be possible for the school to arrange a trip to the pantomime at Eden Court and maybe something age appropriate for the nursery children. Colleen Mackintosh will look into this and liaise with the school before bookings are confirmed. Mr Morrison advised that the school had tried to book last year but Eden Court was already fully booked by September. • Discussion took place on the possibility of organising a summer fair. It was agreed that this was an attractive idea which would also encourage community involvement. • Mr Morrison reported that the focus of one of the citizenship groups is fundraising. This group is supported by Miss MacLeod. Pupils are currently organising a Red Nose Day event. In addition the school will hold a 'dress down day' on the last Friday of each month. On occasion it will be necessary to cancel this due to other events already arranged eg Beauly Song Squad and Rock up in Red on behalf of the British Heart Foundation • The Parent Council will arrange a Treasure Hunt / Easter Egg Hunt. Colleen Mackintosh suggested that the questions could tie in with class topics. Staff to contribute towards questions. Picture clues to be used for nursery children. • It was agreed that Parent Council minutes would be posted on to the school website once they had been approved. 	<p>KM</p> <p>CM/ school office</p> <p>Parent Council / class teachers</p>
6.	<p><u>TREASURER'S REPORT</u></p> <ul style="list-style-type: none"> • The Parent Council account balance stands at £2612. 	
7.	<p><u>SCHOOL GARDEN</u></p> <ul style="list-style-type: none"> • Ivor Campbell reported that the balance of the School Garden account is £1597.34. In addition to this they also have £120 in Klondyke vouchers. • Tiered shelving to be installed in the polytunnel. Plans include propagating and planting on of flowers which can be sold in the spring. A new strimmer is to be purchased and the garden also requires more chips. • It has not been possible to open the garden on a regular basis on Thursday lunchtimes due to the inclement weather. It was decided to close the garden until spring time and re-open mid March. It is hoped to open the garden on Monday and Thursday lunchtimes although a recruitment campaign to source more volunteers will be required. Children will be provided with a list of vegetables and pupils can select which ones they would like to grow. • Pupils are currently designing wooden animals for the garden. 	
8.	<p><u>FUNDRAISING</u></p> <ul style="list-style-type: none"> • It was agreed to arrange a meeting for the fundraising sub-committee to organise the summer fair. • Raffle to take place on the day of the summer fair • It was reported that should pupils want to take place in the carol singing outside Tesco the school would need to apply now. Further to discussion it was agreed that it would be difficult to commit to this as the school does not have a music specialist. 	
9.	<p><u>DATE OF NEXT MEETING</u></p> <p>Tuesday 23rd April 2013 – 7.00pm in the school library</p>	