



**Beaully Primary School
Parent Council**



**Minutes of Parent Council Meeting held on
Tuesday 29th May 2012**

Present: Sharon Brindle, Isobel Crawford, Lizzie MacLean, Susan MacLennan (Teacher Representative), Linda Mair, Fiona McQuarrie (Chair), Rev Edgar Ogston, Andrew Ritchie, Alison Robertson, Yvonne Ross, Hazel Stewart

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

1.	<u>WELCOME</u> Fiona McQuarrie welcomed everyone to the meeting. Apologies were received from Jane Campbell and Colleen MacIntosh.	<u>Action</u>
2.	<u>APPROVAL OF MINUTES</u> The minute of the Parent Council Meeting held on 27 th March was approved. Proposed - Fiona McQuarrie Seconded – Linda Mair	
3.	<u>MATTERS ARISING</u> <ul style="list-style-type: none"> • It was reported that an additional 20 high visibility vests were required for the children who will be starting in the nursery next session. • The 'wish list' for playground items is still to be progressed. • Mr Morrison reported that the school has received over 10,000 Tesco vouchers and consideration is being given to exchanging these for items for the playground or the nursery. It was noted that the nursery does not currently have a dedicated outdoor play area. There have historically been problems with vandalism due to the open nature of the school grounds. It was suggested that pupils in the school could be involved in designing a 'perfect play area' and also in seeking potential solutions to the vandalism problems. It is hoped that by encouraging children to take ownership of any new development they are more likely to take care of any new equipment in the future. • Discussion took place regarding the purchase of benches with funding received from the Lydia Michael Trust. Mr Morrison explained that the school is in the process of purchasing very robust benches that are constructed of recycled material. These can be secured to the ground and further to consultation with the Parent Council it was agreed to install the benches in high visibility areas. The school will meet the cost of installing the benches. • It was reported that Jane Campbell is still in discussion with the TEC services regarding the issue of the rural path. 	F McQ KM Beaully School School office JC

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Tel: (01463) 782576 Fax: (01463) 782576

<p>4.</p>	<p><u>HEAD TEACHER'S REPORT</u></p> <ul style="list-style-type: none"> • Mr Morrison paid credit to the work of Mrs Matheson and thanked her for the very comprehensive handover she had provided in order to ensure continuity for the children and staff. It was noted that Beaulieu Primary School was held in high regard and that Mrs Matheson was well respected by members of the Parent Council, staff, children and their parents. Mr Morrison hopes to continue in Mrs Matheson's footsteps. • Mr Morrison relayed an apology from Clifford Cooke, Area Manager. It was stated that Mr Cooke regrets not being in contact with the Parent Council to update them of the position regarding the appointment of an acting head teacher, and also the advertising of the substantive post. • Mr Morrison stated that after having started at Beaulieu Primary School on 17th May it had been necessary for him to return to Kilchuimen Primary until the 28th May. He apologised for any confusion and uncertainty this may have caused. It was explained that Kilchuimen is about to undergo a full school inspection and it was essential that he was in Kilchuimen to receive 'the box' and undertake the necessary preparation work. He reassured the Parent Council that with the exception of one day (30th May) he was now working full time in Beaulieu as Acting Head Teacher. Ms McQuarrie thanked Mr Morrison for his phone call of 17th May advising her of the position. • Mr Morrison also advised that the substantive post would be advertised at the beginning of next session. As many members of the Parent Council work full-time Ms McQuarrie asked that as much notice as possible is provided in terms of interview dates. • It was reported that the new pupil support assistant posts will come into effect in August. Beaulieu Primary has now received notification that the additional support allocation has been increased by 20 hours a week. • A bio-mass boiler is to be installed at the school. Discussion took place regarding the location of the boiler as initial plans suggested installing the boiler near the entrance of the school garden. This would be an 'eyesore' for local residents as it would border onto their gardens. The Parent Council agreed that Mr Morrison should negotiate an alternative site, namely the far end of the flat roof building opposite the school house. Ms McQuarrie will contact the family in the school house as a courtesy. The Parent Council also asked if there was any possibility of connecting the heating for the flat roof building to the bio-mass boiler. • Maintenance work which will be carried out shortly includes the re-roofing of the main building, re-surfacing the Wooden Hut, and resurfacing of the tarmac in order to ensure the playground is level. • Mr Morrison met with Charlie Mackenzie, Fujitsu to explore options to increase the user friendliness of ICT in the school. Due to the geographical make up of the school it is difficult to transport laptops from building to building. Consideration is being given to the development of an internet suite, and the exchange of laptops for additional desktop machines. Mr Morrison will consult with staff to look at the best way to progress this. • Discussion took place on the development of the play park. Isobel Crawford advised that Jane Campbell and Colleen Mackintosh were working with the Highland Council to provide areas for toddlers, teenagers and also incorporate exercise machines suitable for adults. 	<p>KM /CC</p> <p>KM</p> <p>F McQ KM</p> <p>KM</p>
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	<ul style="list-style-type: none"> Mr Morrison explained that he would like to look at securing funding in order to install a 'trim track' at the school. This is an outdoor play area based around natural resources. This type of activity area has recently been installed at Kilchuimen Primary School with the help of match funding from Highland Leader and it was noted that feedback from pupils was excellent. The Parent Council confirmed that this would not duplicate the type of facilities the new play park would offer and welcomed this initiative. 	KM
5.	<p><u>CHAIRPERSON'S REPORT</u></p> <ul style="list-style-type: none"> Fiona McQuarrie reported that there are on-going issues regarding congestion in Croyard Road. It was noted that there had been a further request in the school newsletter for parents to use the rural path following a complaint from a local resident. However, the issue still remains. The Parent Council also raised the issue of staff parking in Croyard Road and asked that employees of the school lead by example. Discussion took place on easing traffic by permitting children to cycle to school. Currently the school policy is that only children who have completed their cycling proficiency training are permitted to cycle to school. There are safety concerns for children who have not undertaken this course, and in addition there is currently insufficient space in the school for secure storage of bicycles. Parents asked that children are provided the opportunity to take part in training at an earlier age but it was also noted that the school currently requires new volunteers to roll out this programme. Mr Morrison intimated that he would like to progress the website development and 'stem bites' discussed at previous Parent Council meetings. Ms McQuarrie thanked Mrs Miller and all the staff for the Mrs Matheson's wonderful surprise leaving assembly. She reported that the Parent Council had presented Mrs Matheson with a bouquet of flowers, an Ortak voucher, and a framed photograph of the school garden. Ms McQuarrie also advised that she has received a lovely thank you card from Mrs Matheson. Fiona McQuarrie congratulated Mrs Miller and the Eco Group on their Green Eco Flag Award. The claim forms in respect of funding for the Parent Council have now been received and require completion. 	<p>All staff</p> <p>KM</p> <p>F McQ</p>
6.	<p><u>TREASURER'S REPORT</u></p> <ul style="list-style-type: none"> The Parent Council account balance stands at £2129. 	
7.	<p><u>SCHOOL GARDEN</u></p> <ul style="list-style-type: none"> Linda Mair reported that the balance of the School Garden account is £891.37. In addition to this they also have in the region of £150 Petty Cash. The school garden volunteers will undertake the painting of the nursery fence in a nice bright colour. Linda Mair asked if it would be possible for pupils to undertake the watering of vegetables on days when there were no garden volunteers in the school. 	<p>Garden Volunteers</p> <p>Pupils</p>

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	<ul style="list-style-type: none"> • A request for volunteers to undertake watering of the school garden during the school holidays will be circulated shortly. A rota will then be drawn up. Further volunteers to assist in the school garden during term time are also sought. It was suggested that a leaflet drop in the Scotia development may attract retired people who would be willing to help out. It was confirmed that unless a Disclosure Scotland check had been undertaken volunteers would not be left on their own with children. • The Garden Open Day has been arranged to take place on 14th June. Parents who are attending the event are welcome to collect their children from class but are asked to sign them out and then return them to the classroom. • Volunteers will also open the School Garden on the 13th July as part of the Allotment Open Day scheme. • Mr Morrison explained that the school has the opportunity to build on the current momentum and work towards achieving further Eco Green Flags. Discussion took place regarding where the Green Flag would be displayed and whether it would be necessary to purchase a flag pole or if it would be possible to wall mount the flag. 	L Mair Garden volunteers KM
8.	<p><u>FUNDRAISING</u></p> <ul style="list-style-type: none"> • Discussion took place regarding the proposed fair. There was a suggestion that this could take place in the winter and be part of a larger part of celebrations organised for the festive season. It may be possible to work in conjunction with the Community Council and Gala Committee and also provide opportunities for children to undertake enterprise projects. 	Parent Council
9.	<p><u>AOB</u></p> <ul style="list-style-type: none"> • There was a request for a more comprehensive list of items required by children when entering P1 to be included in the transition pack. • Mr Morrison stated that the very warm weather experienced recently highlighted the issue of the need for sun cream. Parents are encouraged to apply sun cream to their children prior to them coming to school. However, there are occasions when it may be necessary to apply further sun cream during the school day. A permission slip asking for parental consent for sun cream to be applied to their child will be issued in due course. In order to prevent allergic reactions the school will select and use only one brand so that parents are able to make an informed decision when consenting to the application of sun cream. It was noted that the application of sun cream to a child will be at the discretion of the teacher. Not all members of staff may be willing to undertake this task due to concerns around physical contact. Older pupils would be provided with sun cream and supported to apply the cream themselves. 	KM KM / school office
10.	<p><u>DATE OF NEXT MEETING</u> Tuesday 4th September – 7.00pm</p>	

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