# CROMBIE PRIMARY SCHOOL PARENT COUNCIL (CPSPC)

## Meeting Minutes

29 April 2021 @ 1830

Virtual

### Attendees

|  |  |  |
| --- | --- | --- |
| Committee | Mark Flynn (Chair)  Emma Huntington (Vice Chair)  Arlene Scott (Treasurer)  Stewart Wallace (Secretary) | MF  EH  AS  SW |
| Members | Niall Buchan | NB |
| Staff | Adele Dickson (Head Teacher)  Louise Skinner  Emma Smith | AD  LS  ES |
| Apologies | Colin Hutchinson (Depute Head Teacher)  Margaret Rule (Depute Head Teacher)  Kevin Carter (Member)  Kamran Ghobadian (Member) | CH  MR  KC  KG |

### 1. Opening

Minutes from November 2020 Parent Council meeting were adopted

### 2. Chairpersons Report

School football training back – Freida Lawson has done a great job

Direction of Education meeting for PC chairs on 29 April also – MF will share minutes with CPSPC when available.

### 3. Head Teacher’s Report

Refer to Appendix A for report and full detail

Discussion points and reflections

* Wish that more parents would attend PC meetings to hear the detail of the full report
* Thanks to all the teachers for their efforts during the most recent lockdown and recognition of teachers going above and beyond and significant extra workload
* Home school and interactions with teachers has allowed parents to get more insight than they ever have into what children are doing at school, what they are learning, and better enabling conversations between parents and pupils. Parents felt significantly more involved in the learning process as a result
* Parent Council expressed collective appreciation of all the teachers have done and achieved and patience demonstrated
* Homework policy – Crombie undertaking limited trials of homeworking tasks via Teams and reviewing homework policy. Numerous academic studies (refer John Hattie) show homework does not materially impact attainment.
* School Goals:
  + Enable better conversations about learning between parents and pupils
  + More home reading
  + Examine scope for pupils to take more direct ownership of sharing learning journey (particularly as they progress up the school)
* Recognition from teachers that adapting to being back in school has been tough for pupils so focus has been on establishing routine and core skills
* Communication channels and apps
  + SeeSaw – previously trialled successfully with nursery but due to DPIA was no longer a viable solution.
  + Scottish Government HQ looking at technology solutions which may enhance the learning and Crombie will review accordingly

### CPSPC financials and fund allocations

2021 calendar year payment for the Crombie School App in process of being paid (was due February 2021)

£350 central income will be received ~ September 2021

£400 fee for the app annually – due ~ February

Small existing surplus in CPSPC accounts will cover the app subscription fee for the 2022 calendar year if funding is continued but thereafter will have shortfall at current rates.

### Pre-submitted questions

All three pre-submitted questions were discussed during the Head Teachers Report, a summary being as follows:

* School bags
  + There is not currently enough space for pupils to keep their individual school bags beside their chair/desk given size of Crombie. Scottish Government guidance still clearly states that pupils should only bring in what is required. No change in policy for now.
* Taught subjects
  + Scottish Government requirement is for schools to provide the Recovery curriculum which focusses on Literacy, Numeracy, and Health and Wellbeing. Teaching is focussed on this accordingly, but teachers try to make it interdisciplinary where possible
  + Current restrictions for music include ban on singing (both indoors and outdoors)
  + Indoor PE still not allowed under current restrictions. Wider restrictions impacting lunch rotations and staggered breaks impact availability of hall for PE. Although society is now opening up, restrictions schools operate under have not changed.
  + Specialist teacher provision roles are being removed from schools (Aberdeenshire level decision) therefore support for these subjects is from core staff with interest/skill in additional subject
* Academy transition
  + Refer to issued school communications relating to Elrick school children displaced due to building work being housed in the Academy.
  + A lot of work going on behind the scenes between teachers, guidance counsellors, and the senior management team to ensure smooth transition of pupils
  + P7 teachers
  + Specific transition program being organised by the Academy taking into account the current restrictions and SQA impacts at the Academy

### Action List Review

Refer Appendix B

### Next Meeting

Next meeting scheduled for Wednesday 16th June 1830-2000

## Appendix A – Head Teacher’s Report

TBU

## Appendix B – Action items

| **Title** | **Responsible** | **Status** | **Commentary** |
| --- | --- | --- | --- |
| Library Organisation | Staff plus volunteers | On hold pending easing of COVID restrictions | **September 2017 initiation:** Originally raised in Chairpersons report at AGM that a library committee would be beneficial to school  Previous Head teacher Henry Hepburn advise that there is no committee as such though that Emma Smith is the staff rep and that some updates were required within this well used library, in Feb 2018 this was left open.as teaching staff were looking at where gaps were to enhance the library with more books of a wider genre. PTA had put out a request for good quality books.  **June 2018:** PTA have ear marked £2k towards this project though it was considered that nothing should progress until after the property works are completed.  **June 2018 / September 2018 / November 2018:** No change  **February 2019:** AF tidied up the library during the in-service days. Going forward SC and ES will coordinate an audit, but parent volunteers still required to help out.  **May 2019:**  No change  **October 2019:** No change  **January 2020:** A Library sub-committee has been formed and will get together monthly to keep on top of the library.  **June 2020:** Physical library closed due to COVID restrictions. Reading switched to Oxford Owl. Action on hold.  **November 2020:** No change  **April 2020:** No change |
| Format of future PC meetings | MF | Open | **May 2019 initiation**: Still under review and may continue to change and be flexible around group members  **October 2019:** No change  **January 2020:** No change  **June 2020 update**: Meetings switched to virtual as a result of COVID restrictions. No change to PC structure. Continue to consider.  **November 2020**: No change  **April 2020:** No change. Clarification of objective being to find way to engage more parents in the Parent Council. Need to engage more parents. MF to speak to Christine McLennan (looks after all PCs across Aberdeenshire) about methods to engage people – no real success stories elsewhere known thus far though.  Signup rates of parents for all events struggling across the school. |
| Chess Club Ideas | ALL | Closed | **February 2018 initiation:** MF to ask GR to reach out on Facebook page asking if anyone know somebody willing to help out this club  **November 2018:** No change  **February 2019:** Huge plea to ask anyone to think if they know someone who could help out with this club.  **May 2019:** FG to chase up contact with Men's Shed. Question raised to advertise in Westhill Bulletin  **October 2019:** FG to ask Men's Shed. Mrs Clark to get children to write to the Bulletin. AD to advertise on the App asking for parents and grandparents help  **January 2020:** No change  **June 2020**: COVID restrictions prevent club from operating. Action on hold  **November 2020**: No change  **April 2020:** Closing action – no volunteers. Happy to revisit at a later date should the opportunity present itself |
| Crombie App Sponsorship | GR / AD | Closed | **November 2018 initiation:** Digital Parenting and App; sponsorship within local community to be investigated  **February 2019:** MN to investigate a local sponsorship potential  **May 2019:** No change  **October 2019:** PTA to pass on details of possible sponsorship contacts who might sponsor the App.  **January 2020:** No change  **June 2020**: No change  **November 2020:** Open question on whether PC continues to fund app and/or request sponsorship. Alternative engagement and communication methods to be investigated.  **April 2020**: App sponsorship confirmed for the 2021 calendar year effective January – December 2021 |
| Parent Communication Alternatives | SW / CH | Closed | **November 2020 initiation:** Desire to investigate alternative methods of communication and engagement with parents such as Microsoft Teams or Google Classroom. Teams successfully used for pupil engagement during lockdown. Open question on practicality and potential IT costs.  **April 2021**: Desire from School to hear more from the parents about what good stuff the school is doing |
| Distribution of Minutes | SW | Closed | **November 2020 initiation:** Draft minutes to be posted to Crombie website (<https://crombie.aberdeenshire.sch.uk/documents/>) and Facebook  **April 2021**: Follow up required to publish minutes from current meeting and previous |