

Tayport Primary
Playgroup and Ferryport Nursery
Parent Council
Minutes of Committee Meeting
Held on Thursday 25th August, 2016
At 6.30pm in the school

Present: Sherree Rennie (Chair), Jill Tennant (Vice Chair) Linda Welsh (Treasurer), Vanessa Rengger(Secretary), Jane Holmes (HT), Cllr. Maggie Taylor, Nicola Wallace (DHT),Katie Duncan (T), Heidi Ford (T), Niki Sage, Louise Price, Kirsten Rae, Anna Moss, Jacqui Sugden, Adele Hegarty, Jo Eismont, Julie Bolton, Suzanne Boyd-Thorpe, Stephanie Forbes.

Apologies: Cllr. Bill Connor, Laura McDonald, Jennifer Peterson (DHT)

1.	Approval of Minutes of Last Meeting 11.5.16. There are a few corrections to the minutes which JH will email to VR. Approval of the minutes was proposed by Kirsten Rae and seconded by Louise Price.	JH/VR
2.	Chairperson’s Report (SR) SR said she had mainly questions which would all be covered in JH’s Report. These relate to the following: P1 Post Learning Support Job PE- how will this be covered following Mr. Sweeney’s retirement? Ghetto Blaster and I-Pads Office Post Old Clinic in Playground.	
3.	Treasurer’s Report (LW) The balance on the account is £6166.72 in credit, of which £3000 has been allocated for picnic benches, stage and log seats. (A further £1000 will be added to this by the school from the funds won for the school by Erin Kingsley, former P7). The parent council has purchased small plaques for the benches at the Community Garden which were funded by the “litter bin “money which Fife Council would not allow our Eco Committee to use for the purchase of extra wheelie bins for the playground. We have also paid for P7 leavers’ hoodies and a small amount of gardening equipment; kids’ gloves etc.	
4.	Secretary’s Report (VR) The purchase of picnic benches, a stage and log seats has already been mentioned by the Treasurer. The order process commenced just before the summer holidays, so the equipment will probably be installed sometime after the October holidays. VR requested funding to purchase paint to rejuvenate the design on the playground with a work party planned in September. (Amount will be under £100). JH requested that the beach be reinstated below the mural. Anna Moss mentioned that the Royal Scottish Geographical Society had previously funded painting maps on playgrounds, she will investigate if they are still doing this and report to the next meeting.	VR buy paint and organise working party. Anna Moss

5.	<p>School News-JH</p> <p>Languages JH had sought further information from the HT at Newport Primary about their P7 pupils having been allowed to choose which language they wanted to study at Madras. The HT, Miss Crichton had experienced staffing issues re teaching additional languages at the end of last year, so pupils had learnt some German and some French, hence why they were allowed to choose for this year only.</p> <p>School Lunches- JH spoke to last year's P7's who did not feel they were disadvantaged coming in last. They enjoyed playing outside until 12.55pm and then coming in together to sit with their friends. They said there had been only a few occasions when food had run out. JH also spoke with catering and was assured that they would monitor Tayport lunches and make sure there was not an issue with either choices or portions. Catering staff were reminded that children should be given a whole baguette or baked potato and only allowed to take half if this was their choice.</p> <p>New children There are 36 P1's with another one due to arrive in September. The school has also welcomed a number of children in other years. JH said that everyone has been working very hard on improving behaviour in our school and the hard work is having a very visible impact. The school is calm and children are learning well in the classrooms. Children are walking round the school in a calm and orderly manner. The staggered playtimes are popular with the children and the playground supervisors who have more time for the children when there are fewer children in the playground. JH said that they are looking forward to Education Scotland Inspectors returning, hopefully before Christmas, so they can see the good progress everyone is making.</p> <p>Staffing There are 10 classes in the main school and a full staff quota, although two posts are filled by temporary staff: The full time permanent post (P1/2) has been advertised a second time as the interviews of 4 applicants before the summer holidays did not produce a suitable candidate. Mrs MacMaster is taking full responsibility for the class until the new appointment is made. Interviews will take place again in September. The temporary vacancy (P2- Mrs Avery's maternity leave) is covered by Mrs Bell who is on a supply contract. Interviews were held in the summer holidays, but JH was not able to appoint from the applicants who applied. The job is now advertised as a full time permanent 0.6FTE job share with Mrs Avery when she comes back in November 2016. NCCT is being covered by Miss Kelly. New clerical assistant in the office is Nicola Bates.</p> <p>Ardroy Primary 7 will be attending Ardroy Outdoor Education Centre the week 5-9th September, accompanied by JH, Mrs Simpson and Mrs Heggie</p> <p>Meet the Teacher meetings have been taking place and the feedback so far has been very positive.</p>	
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	<p>School Improvement Planning This will be discussed more fully at our next meeting. Attainment across key stages of P1, P4 and P7 has been maintained and slightly improved on-89% in those years in literacy and 94% in numeracy. Staff are currently analysing individual data to ensure that children are making good progress. There is a particular focus on the more vulnerable children to ensure they are well supported to attain to the best of their ability. A draft Standards and Quality Report will be circulated to committee members shortly for comment prior to the meeting. The final full document will be available on the school website and a summary will be sent to all parents and carers.</p> <p>Ghetto Blaster and I-Pads The school has ordered a ghetto blaster and Karaoke machine and most of the I-pads have now arrived.</p> <p>Old Clinic Whilst the boarding -up has not been damaged for some time, JH has asked for a permanent fence around this building.</p> <p>100 minutes of PE per week. PE is being covered by the class teachers. Kirsten Rae wondered whether 100 minutes of gym at one time was too long for a lot of children, but the teachers present pointed out that getting changed and explaining activities took up quite a lot of that time, so that most children were well able to cope.</p> <p>School Clubs JH advised that the following clubs will run this year: Running club, science club, scripture union, homework club, tennis coaching and netball. Jacqui Sugden commented that there was no facility to get her child from the After School Club to the Tennis club for coaching and back again.</p>	<p>JH to circulate</p> <p>VR to look at ways of solving.</p>
6.	<p>Nursery News (JH) Apologies from JP who was not able to attend. Staffing remains the same as last year. Times of sessions remain the same. Children are settling in well. School wants children to have full access to their allocated hours in nursery, so are encouraging parents to bring their children to nursery for 8.30 am so they benefit from their full entitlement until 4.25.</p>	
7.	<p>Playgroup News (SR) SR read the report from Laura MacDonald. New children have settled well. Pub quiz is booked for Friday 28th October at the Tayport Arms. Christmas Coffee Morning will be Saturday 3rd December</p>	
8.	<p>Homework (SR) SR said that this had been included as a separate agenda item because it was currently generating a lot of discussion amongst parents on the Parent Council facebook page. 35% of parent comments said they didn't want homework, but on further questioning, it is the format which is unpopular, not homework itself. The homework list contains 10-12 items. Comments made by parents were as follows:</p>	

	<ul style="list-style-type: none"> • Children tend to choose the easy tasks first • Tasks become too time-consuming as the term progresses particularly for families with more than 1 child. • About 10 families feel there is insufficient recognition of effort. • Working parents find it difficult to get homework completed during the week-could there be a homework club for younger children? • Suggestion that it could perhaps be done over the weekend although this would not help teachers with marking. • One or two families said there still wasn't enough homework • <p>JH commented that the homework format was devised following a survey in January 2015 when parents asked for more homework. (The survey was conducted at a parents' night and responses were collected when parents left to ensure a broader response.) For information homework currently comprises:</p> <ul style="list-style-type: none"> • A maths grid • A literacy grid • A reading book • The opportunity for the parent to comment <p>It is envisaged that P1-P3 spend 30 minutes per week on homework and that P4-P7 spend 50 minutes.</p> <p>Anna Moss asked what teachers gained from homework. Mrs. Duncan replied that with very young children it helps develop their reading skills, but that it is not essential for learning as this happens in class and homework does not form part of the teacher's assessment.</p> <p>JH summarised that after 18 months it was time to evaluate how the homework system was working and she would propose to undertake a survey as last time at parents' night. A letter home is less effective- 200 letters will only generate about 35 replies. Comments from the meeting that a table should be provided in the hall for parents to fill in their questionnaire and possibly sending the questionnaire electronically were taken on board by JH.</p>	JH to organise homework evaluation survey
9.	<p>Date of AGM Thursday November 3rd at 6.30 pm. VR to put announcement in Fife Herald one month before.</p>	VR
10	<p>AOCB Running Club This is now taking place on a Tuesday with 44 children across P4-P7 and 4 parent helpers.</p> <p>Toilet procedures Anna Moss asked to clarify P1 rules for allowing children to leave the class to go to the toilet- one girl and one boy are allowed out at the same time.</p> <p>Playground Supervision Julie Bolton asked how many adults were supervising at any given time. JH replied that there would be a minimum of 2 PSA's, plus NW or JP or JH on a rota basis.</p> <p>Dyslexia Parent Support group in Dundee</p>	

<p>Julie Bolton is working with a group of parents to establish such a group in Dundee. As part of the process of setting this up, they have been in touch with Dyslexia Scotland and have learned that there is a free app on the I-pad for changing the colour of background and other useful aids. Does the school have this app on their I-pads? JH will check which apps are on the school I-Pads and Nicola Wallace will speak with Jennifer Allan, Fife Council Support , to see if our school has all the relevant technology help for dyslexia provided by the council.</p> <p>Tayport Top Park Group</p> <p>Anna Moss and Stephanie Forbes advised that new play park is getting closer to construction. The group have raised £115,000 so far and are waiting to hear from Tesco. The group of teenage boys who have been working very hard for 2 years do not currently have money for the skatepark, so they need to get more people involved and spread the word. Kirsten Rae suggested that some of the teenagers could come and talk to a school assembly about their project and that we could also give the group administrator log on to the parent council facebook page, so they could post events directly.</p> <p>Action points</p> <p>SR asked that all people please note their action points.</p>	<p>JH and NW</p> <p>Anna Moss/Stephanie Forbes to liaise with JH SR/KR to provide administrator status to TTPG</p>
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Meeting closed at 7.50pm

Next meeting will be Thursday 22nd September, 2016 at 6.30pm to discuss the Standards and Quality Report and the School Improvement Plan.