



Date: Monday 23 January 2017

Place: Hillhead Primary School

PC Attendees: Gillian Anderson, Keith Thomson, Ruth Downes, Astrid Azurdia, Colin Tsang, Kiki Kobatake, Andrea Fisher, Anne Hanson, Amanda Buchanan, Helen Campbell.

Non PC Attendees: Stephanie Anthony

Francis Donaghy, Andrew Robson

Apologies: Emma Benzie, Sandra Huettenbuegel, M. Mitchell

AGENDA

1. Welcome and apologies
2. Accuracy of minutes
3. Dates for future meetings
4. International Night
5. Uniform issues
6. Spring/Summer Fair
7. Discos
8. Action Areas
9. After School issues
10. Live Kitchen
11. Head Teacher's update
12. AOB

MINUTES

1. Welcome and apologies

Gillian welcomed all present and apologies were given from Sandra Huettenbuegel, Emma Benzie and M. Mitchell.

2. Accuracy of minutes (9 December 2016)

The minutes were accepted as accurate.

3. Dates for future meetings

The next PC meeting will be **24 March at 9.30am**.

4. Uniform issues

Kiki and Keith have been working to update information on online uniform ordering, additions to the uniform on offer (eg. white T-shirts with school badge) and labelling options. Once this information is finalised, it will be distributed to parents and put on the website. Francis Donaghy emphasised the importance of labelling all clothing, lunch boxes, water bottles etc because of the unmanageable amount of lost property.

5. International Night

It was agreed that Keith would send the money that the PC had agreed to give to Friends of Arbat after International Night as soon as possible. It was agreed that the school would look into awareness raising opportunities for this donation eg. at assembly and among the school community. The Facebook image of the refugee children holding Thank You signs for Hillhead Primary could be circulated.

6. Spring Fair

A provisional date for the Spring (Summer) Fair was set for **3 June**. PC members who are available that day agreed to take on the organisation of an aspect of the Fair and **Gillian** will circulate again a call for volunteers now that a specific date can be announced. It was agreed that, if by the Easter break, it appeared that insufficient volunteers were available to make the day viable, it would need to be cancelled. However, it was hoped and anticipated that this would not have to be the case. The plan for the Fair would include a licence for selling alcohol (to be done in a designated part of the playground), food, bouncy castles, games and other activities. **Francis Donaghy** is to investigate the let cost and whether a discount could be possible.

7. Discos

The P4/5 disco will be held on 2 February and organisation is in place for this event. The next event is the P2/3 fun evening on 27 April. Keith is booking the entertainer for this event and volunteers for helping will be sought nearer the time.

Amanda Buchanan is resigning from the PC due a change in circumstances. Amanda was thanked for all her work in getting the discos started and providing a solid organisation basis for future events.

8. Action Areas

- Road safety
 - Gillian, Ruth and Keith will be meeting with Jennifer Russell from Glasgow University at the end of February about the University's development plan for the area which has implications for road/pavement development.
 - Francis Donaghy noted that Scottish Water are about to embark on major work on Otago Street which will affect vehicle access to this area.

- Update on Social Action
 - A foodbank collection was organised before Christmas and given to an initiative based in Anniesland. Thanks was offered to Josh for the use of his van. Anne Hansen is to follow up with the initiative to see if future donations would be welcomed.
 - Andrea mentioned that she had been in touch with RefuWeegies before Christmas to see if the PC could support this initiative. They look for very specific donations to give to individual unaccompanied children who arrive in the city. The other area where the school could support would be in writing welcome letters. Andrea and Ruth will follow up on how to take this forward.

- Bags/Teatowel fund raiser
 - The tea towels were sold at the Christmas show. The sale of the P7 bags has not really started yet and should involve the P7 children as well.
 - It was agreed that there were various opportunities to sell both of these items at the end of each term in the playground, potentially at the disco and other events such as parent evenings.
 - Anne Hansen is organising the production and sale of hoodies for the P7s. Mr Thomson has information sheets and samples from last year. One option discussed was to have order forms and samples available at the parent evenings to make the process easier and clearer in terms of sizing.

- Autism Awareness update
 - Jigsaw café initiative is now being run with a broader ASL awareness raising remit.

- PC spending options
 - Colin Tsang is investigating options and prices for storage (eg. in outdoor classroom and sealed room under stairs) as well as the option of extending the decking at the Otago Street gate. He will report back with options.
 - No further progress had been made with looking at options for goals in the football pitch.
 - The stage in the gym hall has now been dismantled and various companies will be coming to the school over coming weeks with options for alternative staging. Astrid will be involved in looking at these from the PC together with staff. Gillian has written to GCC who agreed that it might be possible to provide some money towards adequate staging together with possible PC contributions.

9. After school information

The potential to expand after school care provision is slowly being moved forward.

Before Christmas, a meeting was also held with Karemore to investigate holiday and in service day cover. Karemore have responded saying that, in order to make holiday provision viable, they would need to have a minimum of 30 children signed up for every day and prepayment of an estimated £30 a day would be required. Other providers have been investigated but costs would be higher for a number of reasons including lack of access to a discounted let for school premises given Karemore's existing provision. Questionnaires about holiday provision are to be circulated to all parents to assess the potential demand for this service.

10. Live Kitchen

Ruth Downes reported that she had come across a company called Live Kitchen which provides a service whereby children can preorder their meals for school dinners with potential advantages of reducing waste and ensuring children get what they want to eat. Initial contact with the company suggests that the operation of Cordia as the central provider and the shift system in the school to get all children through the dining room would not necessarily be a problem. Ruth to liaise with company and school and set up a meeting to talk possibilities through in more detail.

11. Head Teacher's Report

- Current enrolment numbers in the school exceed 75 but it is not yet clear how many of these are catchment children, placing requests or catchment children

wishing to go to a different school. There is not yet confirmation on the cap for 2017 and therefore it is also not clear how many rooms will be required for use as classrooms next year with the knock on impact on GP space.

- The Scottish Government are introducing a 'pupil equity fund' whereby every child eligible for a free school meal will be allocated an amount of funding which will be given to the school. It is not clear yet exactly how this will operate or the conditions that will be placed on this money. However, it is possible that this will be a source of some additional funds for the school budget.
- Andrew Robson encouraged parents to sign up for the school Twitter feed at @hillheadprimary as an increasing amount of information is being passed out this way, including photographs and updates on school activities.

12. AOB

- **Colin Tsang** is going to have a look at the options for a Buddy Bench system, possibly for operation in the lower school playground. A parent has raised concerns about the use of Glo sticks at disco and other events for environmental reasons. It was agreed that the current stock of Glo sticks would be exhausted and then a more environmentally friendly option identified.
- Parent Council numbers have fallen to 19 and a number of PC members have children in P6 and 7 who will be leaving the school in the next couple of years. Many of the PC members have also served on the PC for many years. New PC members, particularly from parents of P1-3 children, would be very much welcomed. It was agreed that **Gillian and Ruth** would work on an information sheet and that an open afternoon for P1-3 parents could be planned for the summer term to make the activities of the PC more widely known as well as the opportunity to get involved.
- The difficulty that has recently been experienced in getting volunteers for the outdoor learning sessions on a Thursday morning and Golden Time was highlighted although Andrea does now have the volunteers she needs to continue this well loved activity.
- The option of having a parent focused fund raiser (eg. quiz night) was raised for discussion at the next meeting.