



Date: Friday 6 June 2017

Place: Hillhead Primary School

PC Attendees: Gillian Anderson, Keith Thomson, Ruth Downes, Astrid Azurdia, Naoimh Fleming, Anne Hansen, Sandra Huettenbuegel.

Non PC Attendees: Lindsay McCracken, Fozya Mahmood

Francis Donaghy

Apologies: Helen Morgan, M.Mitchell, Kiki Kobatake, Andrea Fisher, Emma Benzie, Colin Tsang, Josh Reid, Andrew Robson.

AGENDA

1. Welcome and apologies
2. Accuracy of minutes (8 May 2017)
3. Date for AGM
4. Previous Actions
5. Summer Fair
6. Uniform ordering/storage/tidy up
7. Disco
8. Action Areas
9. New Chair
10. Parent Quiz night
11. Head Teacher's update
12. AOB

MINUTES

1. Welcome and apologies

Gillian welcomed all present and apologies were given from Helen Morgan, M. Mitchell, Kiki Kobatake, Andrea Fisher, Emma Benzie, Colin Tsang, Andrew Robson, Josh Reid and Andrew Robson.

2. Accuracy of minutes (8 May 2017)

The minutes were accepted as accurate.

3. Dates for AGM

The AGM was agreed for **Monday 11 September from 7-9pm.**

4. Previous Actions

- *Review of bullying policy.* Gillian, Keith and Julia met with Francis Donaghy and Andrew Robson to discuss. The school has produced a short document on the procedures followed in the case of an alleged bullying incident which, once finalised, will be circulated to all parents with other information at the beginning of the school year.

5. Summer Fair

Despite the monsoon and thunderstorm conditions, the Summer Fair went very well and was a great community event. Gillian is to ask for feedback from all the activity leads and those involved as well as suggestions for the next time. Francis Donaghy will seek feedback from the children. This will be put together into a guide for the next time. Thanks were expressed to Gillian, Astrid, Emma and Keith for overall coordination as well as to all those who put time and effort into making the event a success. It was also noted that we should ensure that the event doesn't fall during Ramadan as it did this year.

6. Uniform ordering/storage/tidy up

Susan Thomson and Kiki have been working on a document which gives more information about uniform and which will be distributed to parents. The school is to allow children to hand in second hand uniform from 22 June onwards and sales will take place the following week.

7. Discos

A new person to take over leading the discos will be sought from the new Parent Council next year.

8. Action Areas

- *University Masterplan/Road safety.* Gillian will write a reminder email to Glasgow City Council following up on the 'wish list' that was sent after the last meeting. Andrew Robson has been in correspondence with GCC about the possibility of producing new, children designed signage to alert traffic to the

presence of the school. It was noted that there are still problems on Otago Street with traffic volume and also the speed at which cars move off after dropping children. *It was emphasised again that parents should not use Otago Street to drop children off by car, this is a pedestrian only access gate. Car drop off should be done on Kelvin Way where there are designated car parking spaces for this purpose.*

- *Social action.* Anne and Ruth will organise a food bank collection before the end of term. The school will communicate with parents to encourage them to bring donations to the school show next week. Delivery of foodbank donations probably on Friday 19th June.
- *Bags/Teatowels.* These will continue to be sold at available opportunities. It was recommended and agreed that next year, the school would take over the organisation of the P7 hoodies.
- *PC Spending options.* The main area of spending this year will be on the stage.

9. New Chair

Naoimh Fleming agreed to take on the role of Chair for the new PC next year as Gillian is stepping down and was thanked for her willingness to do this.

10. Parent Quiz night

To be followed up in the new year.

11. Head Teacher's Update

- Francis Donaghy thanked Gillian very warmly for her hard work and commitment in the role of PC Chair over the past two years. He also thanked all PC members for the time and commitment put into the work of the past year.
- The induction day for new P1 pupils and their parents went well. There are 8 appeals for P1 places currently pending.
- Staffing is stable and consistent for next year and work is being done with the funding available through the Pupil Equity Fund.
- Sports Day this year will take place in Kelvinhall and the children will be walked along. Alternative options are still being explored for next year.

12. AOB

- The issue of the amount of rubbish that is being found in the school grounds and in the outside play area was raised. This was notable and unacceptable at the school fair and required parents to collect rubbish in bin bags. However, it is an ongoing problem in the school, including with food waste. Francis Donaghy said it was partially related to the ongoing janitorial dispute but that there was a wider problem and it was an issue of education. Various solutions were proposed including: an early bell five minutes before the end of lunch after which children would be asked to pick up any rubbish immediately around them; educating the children at assembly to take away their food and other rubbish/waste; rotas of classes going out to clean parts of the school grounds.
- Fozya expressed interest in opportunities to teach sign language to children to raise awareness of communicating with those with hearing difficulties. It was recommended that she talk to Francis Donaghy about options for doing this.
- It is possible that GCC will start a formal consultation on whether Notre Dame secondary should become a co-ed facility and parents would have the opportunity to respond individually.
- The issue of improved recycling was raised. Each class has a paper recycling facility but it was agreed that more widespread recycling would be desirable. Francis Donaghy is investigating options for plastic recycling in particular given the number of plastic water bottles that are brought to the school. Better recycling options should also be worked on for big events such as international night and the school fairs.
- The Parent Council members thanked Gillian for all her commitment and work and for being a brilliant Chair!