



## **!! Parent Council AGM – Monday 9<sup>th</sup> September, 7-9pm in the media suite !!**

Hope you all had a great summer and that your children are settling well into the new term. We wanted to introduce the Parent Council (PC) in a bit of detail at the start of the year and outline how you can become involved if you would like to do so.

### ***What is the Parent Council?***

Every parent/carer of a child attending Hillhead Primary school is automatically part of what is called the Parent Forum. The Parent Council is the committee appointed by the Parent Forum to run matters on its behalf and be a channel of communication between parents/carers and the school. In some smaller schools, the Parent Forum and the Parent Council are the same but, with nearly 650 children, this is obviously not possible at Hillhead and so the PC is your representative body.

The Parent Council is made up mainly of parents/carers of children at the school but can also involve external people (eg. community workers, councillors etc) if desired. Any parent/carer can be involved from P1 – P7. The head teacher attends PC meetings and we hope also to develop good links with the pupils eg. through the Pupil Council.

### ***What does PC do?***

The Parent Council is there to help the school operate as a successful school. It does this in a number of ways including:

- promoting close cooperation and communication between parents/carers and teachers;
- engaging in activities which encourage the education and welfare of the children; and,
- acting as a place where parents can share ideas, interests and skills for the benefit of the school.

The Parent Council would not become involved in issues relating to individual children. These should be taken up with the class teacher or directly with the headmaster, Francis Donaghy, who operates an 'open door' policy for all parents/carers.

### ***How can you be involved?***

There are a number of different levels of possible involvement:

- full involvement in the Parent Council where you would be committed as far as possible to attending the PC meetings and be involved in the work of the PC.
- involvement in possible sub-groups which might be formed by the PC to carry forward areas of particular interest. The nature and focus of any sub-groups would be decided

at Parent Council meetings based on concerns expressed by the overall Parent Forum. Examples could include outdoor play, creative input, school uniform, healthy eating, Fairtrade etc. Involvement in a sub-group could allow parents to be involved in a more targeted way.

- ad hoc volunteering when the need arises.
- receiving information distributed by the PC and responding to any questionnaires or submitting agenda items for discussion by the PC.

### ***Communication, communication, communication***

A key part of the Parent Council's work is communication to ensure that parents are kept informed of discussions and activities and that your views and concerns are fed back to the Parent Council. In the coming year, we are proposing to communicate in a variety of ways including:

- *Email* – the Parent Council has a dedicated gmail account and you can sign up to be included on the email list by sending us an email to [hillheadprimaryparentcouncil@gmail.com](mailto:hillheadprimaryparentcouncil@gmail.com). This is a great way for us to be able to communicate to as many parents as possible as well as a way for you to get in touch with us.
- *PC box* – we are hoping to put a Parent Council box near the office where you can put in agenda items for meetings, suggestions, comments etc.
- *Newsletter* – we hope this year to put out a regular newsletter or have a PC slot in the monthly school newsletter in order to keep you up to date with what is happening.
- *Website* – there is a Parent Council section of the school website (<http://hillheadprimaryglasgow.org/>) which we plan to update regularly
- *Meeting minutes* – these will be published on the website and can, if there is demand, be put on a notice board or distributed through school bags
- *Facebook page* – we have established a new PC Facebook page as an additional method of information sharing.  
<http://www.facebook.com/HillheadPrimaryParentCouncil>

We hope to be able to be as representative as possible of the overall Parent Forum by providing many different ways that you can get in touch with us and keeping you up to date with activities and developments.

### ***Next steps***

The Parent Council AGM will take place on ***Monday 9<sup>th</sup> September*** from 7-9pm in the media suite. This is an important meeting at which we nominate the PC for the coming year, discuss how the PC will operate and look forward to issues and activities for the year. It would be great if you could join us for that.

If you would like to become involved with the Parent Council but cannot make that meeting, please email us or leave a note in the PC box and we will include your name.

As a Parent Council, we want to be able to represent as many parents/carers as possible and work in genuine cooperation with the school to make Hillhead the best possible place for our children to be. No previous experience is necessary and it would be great to have you involved in whatever way you can with making that happen!