



Date: Friday 24 March 2017

Place: Hillhead Primary School

PC Attendees: Gillian Anderson, Keith Thomson, Ruth Downes, Astrid Azurdia, Andrea Fisher, Helen Campbell, Emma Benzie, Julia Boswell, Naoimh Fleming

Non PC Attendees: Lindsay McCracken, Binti Musa, Abigail Forbes

Francis Donaghy

Apologies: Helen Morgan, M.Mitchell, Kiki Kobatake, Anne Bjerger Hansen, Colin Tsang, Andrew Robson

AGENDA

1. Welcome and apologies
2. Accuracy of minutes (23 January 2017)
3. Dates for future meetings – tbc
4. Previous Actions
5. Pupil Equity Funding
6. Bullying Policy
7. Janitor Duties
8. Notre Dame – co-ed
9. Summer Fair
10. Uniform Ordering/ Storage/Tidy Up/ General update on school uniform and labelling initiatives. and Sales Update
11. Discos
12. Action areas
13. After School Info (expansion and holiday cover)
14. Parent Quiz night
15. Head Teacher's update
16. AOB

MINUTES

1. Welcome and apologies

Gillian welcomed all present and apologies were given from Helen Morgan, M.Mitchell, Kiki Kobatake and Anne Bjerger Hansen, Colin Tsang and Andrew Robson.

2. Accuracy of minutes (23 January 2017)

The minutes were accepted as accurate.

3. Dates for future meetings

The next two PC meetings will be **Monday 8 May from 7-9pm and Friday 9 June from 9.30-11.30am.**

4. Previous Actions

- *Friends of Arbat.* Keith reported that the charity had been paid the donation amount from International Night.
- *Live Kitchen.* Ruth reported that Glasgow City Council had been contacted about the options for online ordering systems offered by Live Kitchen. GCC are aware of this option but a current freeze on spending means that no progress can be made at the present time. There is no point in holding discussions between Hillhead Primary and Live Kitchen as such a change to the system would need to be taken at Council level. Live Kitchen was put in touch with the relevant person at GCC.
- *P1-P3 Parent Event.* This event will take place on **Friday 28 April at 2pm.** The aim is to introduce the Parent Council and encourage parents with children in the junior school to take part. PC volunteers to be encouraged to attend and to provide baking ~~will~~ nearer the time.

5. Pupil Equity Fund

Francis Donaghy reported on the Pupil Equity Fund which is being granted to schools to help address the impact of poverty. Hillhead Primary is hoping to address issues of absolute poverty as well as poverty of experience where there is lack of engagement or barriers to engagement with the school. Options for developing outdoor learning in this context will also be explored. Measures to improve the overall quality of teaching and learning for all pupils in the school are also being investigated.

6. Bullying Policy

The bullying policy at Hillhead Primary is being reviewed by Francis Donaghy and Andrew Robson. PC members were invited to be involved in this process and Gillian, Keith and Julia agreed to take part.

7. Janitor Duties.

The current proposals for a cluster approach to janitorial staff and support were discussed. A number of issues of concern were raised including: security issues; health and safety; the impact on cleanliness and ongoing maintenance of school buildings; loss of janitorial staff who know the school building and the children well; impact on teaching staff covering for duties no longer as fully covered by janitors. It was agreed that **Gillian** would write a letter to Glasgow City Council, to be copied to Cordia and other relevant Council and party leaders, outlining the concerns of the PC and asking for a response.

8. Notre Dame

Astrid reported on the possible consultation regarding Notre Dame Secondary (currently the only single sex school in Scotland) moving to become co-educational. In the light of the likely different opinions which would be held by Hillhead Primary parents and carers, it was agreed that **Gillian** would email Notre Dame primary (who made contact with the PC in the first instance) and advise that the PC supported a ballot but this would be for parents to make their own individual decisions. The PC will circulate any information they receive about a potential consultation/ ballot for parents/carers to respond individually.

9. Summer fair

The date of the summer fair was confirmed for **Saturday 3 June**.

A number of people have volunteered to take the lead on activities for the fair though additional lead volunteers are required for other activities such as face painting and henna, selling T-towels and bags, help with the craft activities and some of the games. **Gillian** will summarise the list so far and where additional volunteers are required and circulate to the PC and Parent Forum to ask for help. Francis Donaghy also indicated that a number of teachers were interested in being involved.

Francis Donaghy has investigated the cost of a let and it is likely to be around £200 which includes the outside space and the two halls. There is discussion on going about the use of the nursery space which may also affect the cost of the let.

It was agreed that, as a fundraising event, an entry donation would be charged. A couple of enquiries had been received about having a table for private business sales. This so far has been from parents at the school. It was agreed that £25 would be charged for a table with the seller then keeping any profit made on the day.

It was agreed that it would be good to have a fund raising target and input from the Pupil Council will also be sought to identify possible spending proposals.

10. Uniform

Second hand uniform stalls were planned for the two parent evenings. Further discussion is required regarding ongoing plans for storage and ordering for the new school year.

11. Discos

The P2-3 event is to be held on **Wednesday 26 April** (changed from original date of 27th April due to entertainer availability). Keith will organise the let and volunteers will be sought nearer the time to help with the event.

12. Action Areas

- *University Masterplan/Road safety.* Gillian, Keith and Ruth met representatives of Glasgow University about the road related plans for the development of the new campus but they do not extend to the area around the school. **Gillian, Ruth and Keith** are to meet representatives of Glasgow City Council, Traffic and Road safety to discuss further, including options for development of Gibson Street.
- *Social action.* **Ruth** agreed to coordinate another Food Bank collection for Storehouse for before Easter.
- *Bags/Teatowels.* These will continue to be sold at available opportunities. **Anne Hansen** is organising the production of the P7 hoodies.
- *PC Spending options.* **Colin** did some extensive work on shelving options but most would require building warrants or approvals for completion. The goal posts at the pitch have now been replaced. A new stage option has been identified after work including input from **Astrid** for around £9,000. A previous offer from Glasgow City Council to part finance this (as the school now has no workable stage) has been withdrawn but this is being followed up by **Gillian**.

13. After school care

The expansion of after school care is going ahead but there was not enough interest for the holiday club cover to be run.

14. Parent Quiz night

Astrid and Andrea agreed to look into options.

15. Head Teacher's Update

- A number of delegations of international visitors from Latvia, Saudi Arabia and the USA have recently toured the school
- Road safety issues are still being experienced on Otago Street including a recent incident where a parent was nearly knocked down by a car speeding away. Parents are urged not to drop their children off on Otago Street - car parking spaces are available on Kelvin Way and in the Woodlands area.
- There has been an issue with flooding along from the stairs beneath the glass bridge because of recent heavy rain and a lack of proper drainage. Glasgow City Council have been advised of the situation but it would be expensive to fix.
- The Primary 7 children recently won second place in a presentation at the City Chambers for social action activities with the recently completed sale of a tonne of Fair Trade rice. Representatives have also been invited to Edinburgh to meet members of the Scottish Parliament. The possibility of including members from last year's P7 (now S1) was discussed as they had started the initiative and achieved many of the sales.
- A number of bake sales are being organised by pupils to support good causes.
- The school is planning an annual fund raiser which raises money for school trips and other activities. This is likely to include a mannequin challenge and some form of sponsored physical activity.
- There has been a recent issue with vermin in the school which will be tackled over the Easter holidays while the building is empty.

16. AOB

- A parent has been in touch to ask about parental involvement on an Eco Committee, working together with the Pupil equivalent. It was agreed that the PC would support the parent in looking into options eg. through helping communicate to the Parent Forum.