



Bruntsfield Primary School Parent Council

MINUTES

PARENT COUNCIL MEETING January 31st 2017

Draft until approved at next PC meeting

Present	Holly Provan, David Urch (DU), Mark Roberts (MR), Carol Kyle (CK), Jonathan Pryce, Barbora Skarabela (BS), Andrea Thomson, Michelle Brown, David Rowley, Bill Dorman, Loukia Koutsoventi, Isobel Paul, Sam Hart (SH). Lisa Emslie, Katy Hayne, Victoria Coates, Nathalie Austice, Sarah Cran, Neil Thomas, Bridget Kearney, Fran Cattanach, Debbie Raychoudhury, Cate Nelson-Shaw, Sarah Macrea (SM)	
Item		Action
1	<p>Welcome and Chair's introductory comments</p> <p>MR noted that Carmela Carnicella has stepped down as club coordinator and that whilst on this occasion we have volunteers to step up to this role, we continue to need parents to contribute to the parent council (PC); to shadow existing office bearers as well as general volunteers. With additional volunteers we would be in a stronger position to ensure continuity and help ensure the PC continues to function in the best interests of the school and its pupils.</p>	
2	<p>Approval Of Minutes from November 16th 2016 Approved with amendment</p>	
3	<p>Matters arising (not covered elsewhere in the agenda)</p> <p>School crossing review. There is no update as yet. CK will update as soon as information is available</p>	CK
4	<p>New Boroughmuir High School</p> <p>Closure of Viewforth bridge: There are concerns regarding the number of children that will be using Viewforth bridge once the new School opens and the volume of traffic in the area. The roads department are responding to a petition to consider bridge closure and there are on-going efforts by Boroughmuir High School Parents Council and local residents to encourage the council to examine safety issues and conduct traffic analysis. Parents may wish to</p>	

	<p>make representation to their councillor if they have strong views on the issue. Action. MR on behalf of PC will email concerns regards pupil safety and Viewforth bridge to Boroughmuir High School Parents Council.</p> <p>School Roll By 2019 James Gillespies and New Boroughmuir combined will exceed the roll that the two schools can accommodate. A permanent annexe (Darroch) for senior school pupils to be used by both schools is being considered as a solution. Action: MR to request draft paper from Children and Families, Edinburgh Council in advance of next meeting</p> <p>Completion date for new Boroughmuir High School Currently June 2017</p> <p>New South Edinburgh Primary School Subject to council budget being approved next month, the new South Edinburgh Primary School will go ahead. It is expected that there will be a relatively small impact on the Bruntsfield Primary School catchment, but await updates.</p>	<p>MR</p> <p>MR</p>
5	<p>Clubs Update</p> <p>Future of clubs programme Withdrawal of present Kidzcare cover for School clubs is threatening the way we currently are able to run the Schools clubs programme (see paper apart for more information). A possible solution that would involve expanding the Kidzcare provision (at a cost) may be viable. Action: SM to ask Kidzcare for written confirmation of this offer and circulate to Parent Council before meeting with Kidzcare to explore this option. If this option is not possible, alternative provision will be required and this will need to be considered prior to the meeting in March. This being the case, a special forum meeting will be scheduled</p> <p>Clubs scheme of delegation Clubs Scheme of delegation was confirmed:- <£50 can be approved by the treasurer £50-300 should be approved by the club coordinators >£300 must be presented at PC meeting.</p> <p>Roles Running the clubs is a huge undertaking. There is an on-going request for additional volunteers to help with club coordination and with the club treasurer role. There is a request for parents to contact the Parent Council if they are able to help.</p>	<p>SM</p> <p>MR/SH</p>
6	<p>Finance overview</p> <p>Events and fundraising</p>	

	<p>Playground improvements have been completed and paid for.</p> <p>Many thanks to Pauline and her team of volunteers, and those who made contributions, for making the winter fair such a success. It was very successful, a profit of £3327 returning a 40% increase in profits compared with previously.</p> <p>Quiz night (March, P5) and Ceilidh (April, P3) are forthcoming. P3 parents are required to help organise the Ceilidh. Please could volunteers make themselves known to the PC.</p> <p>Current balance is £10,657.20, with a projected end of year balance ~£10,000. The latter however rides on fundraising coming through from the Quiz night, the ceilidh and most importantly the Summer fete.</p> <p>Clubs Gross receipts from club places paid for the upcoming Winter 2017 term were £29,910. Overheads for the upcoming term are projected at around £6,900. Projected tutor costs for the Winter term are £21,00. Surplus of £2,000 for any extra/unexpected expenses incurred over the term</p>	
7	<p>Events</p> <p>Volunteer(s) are urgently needed to help coordinate the summer fete and Ceilidh (P3). There is a high level of support available from previous coordinators to help guide new volunteers. Please could volunteers make themselves known to the PC asap.</p>	
8	<p>Headteacher's report</p> <p>Homework Following feedback on the homework policy (via parents and the pupil council) a new Home Learning Policy will be circulated via parentmail. CK invites feedback either directly or preferably via class reps. Once the Home Learning Policy has been agreed it will be implemented. Action: CK to circulate the Home Learning Policy via ParentMail.</p> <p>End of Session Reports Literacy and English, Mathematics and Numeracy, Health and Wellbeing, Learning within the 4 Capacities will be the same as last year, as will next steps for all other curricular areas. The teaching staff are looking at some small changes to some of the other sections to reduce teacher workload.</p> <p>French Support from Parent Council BS reported on the French support programme. Marion Geoffray</p>	CK

	<p>has started in the School, and feedback so far has been positive. BS is conducting some small-scale evaluations to help evaluate the impact of the programme.</p> <p>Football Strips The boys' football strips have been made. They look very smart and are ready for use.</p> <p>Business manager and administrative support Debbie Raychoudhury has started as the School's new business manager. ParentPay is forthcoming and will provide the facility for online payments and will eventually also replace ParentMail. A new clerical assistant has been recruited and is expected to start after the February break. In the mean time Debbie is assisting in the office.</p>	
9	<p>Communication review David Urch will lead on a review of BPC communication. Volunteers are requested to contribute to this review. Action: David Urch to convene a small working group.</p>	DU
10	<p>AOB</p> <p>Big Learning Company are available to deliver a 2 hour workshop for teachers and parents presenting opportunities to provide high quality technology training, content and innovation projects into the curriculum. Action: DU to discuss further with CK</p> <p>The boys toilets had a deep clean after the recent spell of winter vomiting bug. The on-going condition of the boys toilets will be discussed at the next meeting.</p> <p>Tabled for next meeting Playground review School policy for class transitions</p>	DU
11	<p>Dates of next meetings (start time 19.00) : Wednesday 15th March 2017 Wednesday 17th May 2017 Wednesday 14th June 2017</p>	