**St Ronan’s Primary Parent Partnership Meeting**

**11th November 7.30pm – Family Room**

**Minutes**

**Present** – Jac Rorie, Katharine Cotter, Fiona Williams, Jane Bryant, Aileen Borthwick, Jillian Johnstone, Vera Dobie, Liz Kerr, Kate McMillan, James Paterson,

**Apologies** – Keith Belleville, Russell Young, Sarah Birks, Dominic Finn

1. **Apologies and introduction to new members**

Jac introduced the meeting and welcomed new members

1. **Parent Council Chairs meeting feedback**

JR gave main feedback from Parent Council Chairs meeting

* In conjunction with the Education Psychologist team and a group of parents, a Dyslexia Leaflet has been written to support parents. This is currently at design/comms stage at HQ and will be rolled out to schools shortly.
* #Always be Wary campaign was discussed and all agreed that it was appropriate that the concepts of online grooming and safer use of the internet should be introduced earlier. This point led to a wider conversation about safer internet and whether it was appropriate that the St Ronan’s PP organise another Safer Internet Workshop for parents. Discussion regarding whether this should be our Community PC or national organisation such as CEOP **ACTION** KC to liaise with KB and AB re next steps.
* Parental Engagement Survey now been sent to Headteachers. **ACTION** KB to circulate key messages for Tweeddale Cluster if meaningful

1. **Headteacher update**
2. **Nursery**
   1. Expanded hours have started and running smoothly across the two venues (main building and Tweed Cabin).
   2. Construction work starting this week.
   3. New routes in with all children walking around the car park side of the school (see map/plan).
   4. Any feedback welcomed

**ACTION** – LK/KM noted that the path beside the Tweed Cabin is already extremely muddy. KB to liaise ASAP with contractor to get a suitable temporary path laid.

1. **Parent-Teacher Conferences**
   1. A high turnout.
   2. Miss Bean (Support for Learning) and Mr Paton (PE) were based in the Library and had a good number of families visiting them.
   3. Some issues for us with the online booking as too many appointment times were put in causing large gaps – admin issue.
   4. Any feedback welcomed.

**ACTION –** More visibility for Mr Paton and Miss Bean. Would have been really helpful to have signage / directions to the library as many parents did not know they were there (or know where they were)

1. **School Improvement Plan – Parental Involvement**
   1. Please give names of parent volunteers to HT/
   2. Jane Bryant has volunteered direct (Literacy).
   3. Next meeting – please can we discuss how the Parent Forum can become more involved in setting and evaluating priorities?
2. **Nursey and P.1 Enrolment Week (18-22 November)**
   1. For Nursery children starting August 2020 or during the course of the session and P.1 children starting August 2020.
   2. Please help promote this amongst parents.

**ACTION –** LK to speak to Siobhan (who runs Playgroup) to ensure Playgroup parents know. LK to use social media nursery group to spread the word. On back of discussion regarding stretched Admin Resource in the office, LK offered to assist for enrolment week. KB to liaise with LK directly if this would be helpful.

1. **World of Work events (February)**
   1. Communication sent out by email and will be attached to November Newsletter.
2. **Communications**
   1. The GroupCall system now has an app called Xpressions. This will replace many of the GroupCall texts (except for absences) as it will be free to use for alerts.  More info to follow on start date from HQ. <https://www.groupcall.com/product/messenger/groupcall-parent-app>
   2. PP/PTA items for November Newsletter to HT by 13.11.19.

**ACTION –** KC/JR to draft item and submit

1. **PTA update**

* The postponed Duck Race is likely to be held in the Spring, hopefully when the height of Leithen Water will be lower!
* Halloween parties another success and they were well attended and the children really enjoyed themselves!
* We're hoping to see a mock-up of this year's calendar very soon - children's artwork will feature in the border on the theme of the school's various clubs.
* We're looking forward to the Christmas Fair on Wed 27th Nov - it could be the biggest one yet with eighteen outside stallholders alone!  Class stalls will be different this year - some crafts & some games. And all the usual Santa's Grotto, face painting, games etc. will be there.  If you'd like to volunteer to help on a stall, please email [Cainesandi@gmail.com](mailto:Cainesandi@gmail.com)

**ACTION –** JR/KC to alternate attendance at PTA meetings

1. **World of Work**

Explained to the group, concept behind World of Work and how we want to organise it at St Ronan’s. Idea is that we would have two separate days. One for P1-3 and one for P4-7. P1-3 would be based around People that Help Us and P4-7 would be broader and introduce children to a wide variety of employment options.

**ACTIONS**

* Email already sent to parents and hard copy will be with Newsletter, requesting volunteers
* LK to retained firefighter about booking them in for 24th.
* KC to speak with Mountain Rescue
* JR to speak with SB about getting a World of Work stand at the Christmas Fair in order that we can reach out to more parents, get more volunteers and explain what WoW aims to achieve. JJ volunteered to be on the stand with JR.
* As Principal Teachers, AB and LM will be the staff involved in the organisation of the week. As soon after 27th November as possible, need to get a date in the diary for WoW parent group and AB/LM to meet to discuss next steps.

1. **Curriculum support groups**

Discussion looking for additional volunteers to work with the school as parental volunteers in the curriculum support groups. Thank you to the volunteers:

**Literacy** – Jane Bryant and Fiona Williams

**Numeracy** – Jillian Johnstone and Vera Dobie

**Outdoor Learning** – Liz Kerr and AN Other – **ACTION– JR to liaise with someone who may be interested.**

Discussion on curriculum support groups led to discussion regarding benchmarking and how we know as parents, where our children are in terms of where they should be, and if they need support, how this is discovered. Concern that there is a lack of continuity across the school and whilst learning journals are great, educational language can be difficult to interpret or messages are diluted.

**ACTION** – KB to email volunteers to explain next steps and get meetings in diaries. JR/KB to speak to KB regarding benchmarking.

1. **Communication**

Russell Young taking on the website and looking at broken links and general update to refresh content and how we can feed news into the website easier.

Discussion regarding Facebook and Twitter and how we can use this better/more appropriately. Priorsford use Facebook very successfully. **ACTION –** JR to liaise with SB to discuss PTA thoughts. Then JR/KC to discuss with KB.

1. **AOCB**

JP introduced the Community Fund, as a potential source of grant funding where we could leverage the £300 we have in our bank account to access £3000 of funding. Funding CANNOT be retrospective. **ACTION ALL** to consider potential uses for funding. Eg – fund online safety materials/presentations or workshops