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

**Wednesday 26 August 2020 – 7:30**

**Minutes**

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| **Attendees:** Catriona McKinnon, Dawn Taylor, Jac Rorie, Katharine Cotter, Russell Young, Liz Kerr, Andrew Thomson, Fiona Williams, Jane Shoesmith, Sarah Birks, Jo Gaffney, Kate McMillan, Jilly Johnstone |
| **Apologies of absence:** |

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|  | **Action by** |
| **Head Teachers Update**  CM thanked all for the warm welcome to St Ronan’s. Thanks and praise were given to the management team at St Ronan’s for all the fantastic work they have done and are continuing to do. Praise also given to the hard working, committed staff team we have at St Ronan’s and Walkerburn.  CM has a longstanding involvement with St Ronan’s having been a headteacher in Tweeddale for many years and previously supporting St Ronan’s and other schools in the community.  Return to school – CM summarised that it has been a positive, enthusiastic start to the term for both staff and children. The focus has been on H&WB for the first few weeks. This will now shift to Literacy and Numeracy over the coming weeks.  COVID protocols – CM assured us that the school staff continue to review risk assessments on a weekly basis to ensure that practise is as diligent as possible.  **Action:** Clear guidelines to be communicated to parents on appropriate actions for child illness relating to both COVID and other illness such as colds, coughs etc.  Planning for future – SBC have tasked schools with refining plans for blended learning so that they remain ready should the need arise. If, at any point, they need to enact these plans, communication will come from SBC and parent partnership.  Staffing Update – *Role of Headteacher* has now been advertised on My Job Scotland. CM continues to work with current management team in the interim.  CMc is aware of communication brevity around Mr Belleville’s departure and is encouraging all staff and children to approach this in as open and as positive a way as possible given the level of information available. Management team can provide reassurance and support to staff if needed and the staff similarly to be able to provide the same support and information to children if they ask any questions.  *Role of Principal teacher* – in response to some concerns raised by parents about transition between teachers, C Mc reassured us that, given Mrs Callaghan’s long lead-in, working closely with Mrs Borthwick for several weeks the transition will be as smooth as possible.  *Job-share role* (P4/5) – the role as job share with Mrs Callaghan’s for the P4/5 class has been advertised and has already received a great amount of interest.  School Improvement Plan – this is in the final stages of being confirmed with the intention of being able to share with the Parent Partnership in the next couple of weeks. Priorities are largely SBC driven, focusing on learning and teaching, literacy and early literacy, nurture and H&WB.  Home learning - Staff will be giving feedback on home learning experiences. Feedback will also be sought from parents as this will be crucial in planning the blended learning option.  Curriculum – this is running well so far. Outdoor PE and Music have been re-established with SfL starting up on Monday.  Lunches – hot lunches are back on the menu as of next week. This will present further logistical challenges as only 50 children can be indoors at any one time. Breaks and lunches will, therefore, be more staggered to accommodate all children. This arrangement will be under constant review to ensure it works well for all.  There are concerns that some children are still not eating their lunch or having opportunity to finish it. It was requested that staff could be extra vigilant at lunch times - particularly with the younger children to ensure that they are eating. P1s do have a full half hour to eat their lunch currently. | **CMc** |
| **P7 Hoodies** – brought forward from a previous PP meeting as part of a larger discussion about school uniform for P7s and how they can be marked out as being a bit special and in their final school year.  **Action -** CMc to discuss this with management/staff team and then liaise with a sub-group on this (FW and AT as P7 parent reps to arrange a discussion with CMc on this). | **CMc**  **FW/AT** |
| **Communication** -Giventhe current restrictions parents are finding it more challenging (more so than during lockdown) to find out what’s happening in their children’s class or approaching staff with any concerns. Summary feedback from teachers has differed amongst classes to date. The school staff have agreed that all classes will start issuing homework and communication about learning a week on Monday. Discussion will take place around the most accessible format for this e.g. whether it’s via learning journals or a paper summary from the class teachers.    Meet the Teacher / Parent consultations – C Mc confirmed that the school have not begun considering options for this yet. Discussions will soon begin to take place around the most effective way to execute these under current restrictions. It is hoped that SBC will issue guidance to support this preparation.  **Action** – KC/JR to raise the need for guidance on this at the next PP chairs meeting. | **KC/JR** |
| **School Websites**  St Ronan’s - the school website is out of date and requires a considerable overhaul. Rather than leaving this to senior management it was discussed whether other admin members would be prepared to get involved in regular updating of this and other social media channels.  **Action** - A separate working group was proposed to review all potential social media channels and how/who has update responsibility. JR/RY to progress.  Walkerburn – **Action** – JS to confirm who is the lead on this and whether it also needs updating. | **JR/RY**  **JS** |
| **Update – PC chairs meetings – KC**  KC feedback on the PC Chairs meeting regarding return to school so far.  Aside from teething problems re: use of space and transport the feedback was overwhelmingly positive.  Funding requirement– extra cleaning and additional, segregated breaks is putting a pressure on janitorial/support staff with no additional support or funds provided to date. Is there additional support or head office lobbying which the PP could be doing to gain extra funding or support?  It was confirmed that additional cleaning support of 2 hrs per day is now in place in Walkerburn only.  **Action**: C Mc to confirm if PP support required.  Extra-curricular activities – it was asked when other non-sporting extra-curricular activities can resume as many children who don’t partake in sports are missing out. KC feared there is a disconnect between points raised at PP meetings and feedback from SBC on such issues.  **Action**: Could all members encourage any fellow parents to continue to raise issues and make their voices heard at our meetings.  JR advised that anyone is welcome to attend the PP Chair meetings if they are interested. | **C Mc**  **ALL** |
| **Transport and Parking**  Pick up/Drop Off - there are great concerns about dangerous parking behaviour in the school this week with unauthorised and irresponsible use of the car park. In particular it was raised that new parents will be unaware of parking / one-way system arrangements.  **Action:** School admin team to issue a communication to all parents reminding them of these protocols.  Road markings outside of the school are faded and therefore not immediately visible.  **Action**: CMc to approach the roads team about repainting these. It is tbc whether this will take place now or in January when other markings for nursery playground can be incorporated into brief.  Speeding traffic – growing concerns over increase in traffic and speed on the A road where parents and children cross the road and/or need to skirt past the bus stop. Social distancing measures are putting people at risk of traffic accidents when trying to avoid pavement congestion.  It was noted that speed monitoring devices have very recently been installed leading out of Innerleithen and in other parts of the town.  **Action:** KC to contact community council to raise this concern with road safety officer.  There were similar concerns for speed of traffic through Walkerburn.  **Action:** CMc to provide Karen McGraths email relating to this. | **C Mc/**  **Admin**  **C Mc**  **KC**  **C Mc** |
| **PTA update**  St Ronan’s - SB.  The last event was the Beatle Drive in February. Since then the only organised thing has been the free ice cream treat from Caldwells during July.  PTA AGM to take place on Monday 28th September. SB standing down as Chair and Lynn Campbell standing down as secretary. They hopefully have someone lined up to be Chair and Vice Chair.  Meeting priority will be how to go about raising funds for the school in different ways from the usual.  Diary event – Bag to School – Tues 29th September. Please spread the word especially to parents of younger children who may not be familiar with this.  Walkerburn - JS  Bunny drive plans were cancelled, duck race and Christmas fayre all tbc. Walkerburn to have a meeting on how to raise funds going forward and Vicky to get authorisation for the bank account. | **ALL** |
| **Finance Update**  £335 in the bank – no change. TBC how these funds are used. |  |
| **Date and Time of Next Meeting – Monday 5th October at 7:30pm**  **Action** - JR/KC/CMc to liaise on subsequent meeting dates. | **JR/ KC / CMc** |