

**NOTE OF MEETING OF PARENT COUNCIL REPRESENTATIVES HELD**

**ON WEDNESDAY 25 MAY 2016**

**IN ST JOHN’S PRIMARY SCHOOL**

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| **1****2** | **Mark Coyle, Head Teacher of St John’s Primary and Martin Craig, Depute Head Teacher welcomed everyone and undertook a tour of the refurbished school. They showed a short DVD of how the school had been prior to the refurbishment to show how the school had evolved as a result of the refurbishment.** **WELCOME**Norman Greenshields introduced himself and gave a short resume of his background and indicated that he had recently been appointed as Quality Improvement Officer and taken over from Sheena in working with schools and Parent Councils on Parental Involvement. He looked forward to working with all involved and having the opportunity to come along and meet Parent Councils at their own meetings in the future.  **UPDATE ON EDUCATION & COMMUNITIES COMMITTEE**Robin had attended the meeting on 3 May. He reminded the meeting that all Committee papers were available on the Council’s website. The main items for discussion were:* **Placing Requests**: Notre Dame High School: Discussion took place on the proposal to raise the capping of the S1 intake from 140 to 160 pending a revision of the Placing Request policy which will go to committee in September for consideration
* **Physical Education:** All schools in Inverclyde now undertake 2 hours of quality PE per week. It was agreed that this should continue until 2019, pending confirmation of support from **sport**scotland
* **Capital Programme:** Robin updated the meeting on the various projects taking place:
* The Refurbishment of **St Patrick’s Primary** is well underway and the Contractor is currently on programme with transfer to the new facility programmed after the October 2016 holiday period
* **Kilmacolm Primary** refurbishment the project has confirmed funding support of £2.135M as part of the final phase of the ‘Schools for the Future’ programme. The Contractor is currently on programme with transfer to the new facility programmed after the October 2016 holiday period
* **Primary School MUGA’s:** Funding was allocated as part of the Council’s budget setting exercise early in 2014. Works have been completed at all of the primary schools originally programmed to receive the investment. Utilisation of the projected budget underspend to address the provision of Multi-Use Games Areas at Gourock and Moorfoot Primary Schools had been agreed previously. Work on the Moorfoot site was nearing completion with the Gourock Primary site ongoing.
* **Standards & Quality Report August 2014 - March 2016:** Wilma updated the meeting on this report and committee agreed the content and publication. Good information on the Attainment Challenge, exclusion information and School Leaver Destination were included
* **School Transport:** A review of the policy will take place after the summer and consultation will take place. A plan outlining the consultation process and timescales will go to the September Education and Communities Committee. Robin will clarify timescales to ensure Parent Councils have adequate opportunity to meet to discuss this
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| **3** | **UPDATE ON NATIONAL PARENT FORUM OF SCOTLAND**This was Roslynn Oliver’s last meeting as Inverclyde’s representative on NPFS. Norman thanked her for her very valuable input and in keeping Inverclyde’s schools and Parent Councils up to date with the worthwhile work of NPFS and the opportunities this afforded for them to become involved in their work. Roslynn distributed the Winter 2016 Newsletter to the meeting, which was also available on NPFS’s website. She asked if Parent Councils could take the time to complete the short Survey Monkeys referred to as this helped inform NPFS on where they required focusing in the coming session. Roslynn has e-mailed NPFS colleagues again regarding staff shortages in certain subjects in secondary schools but has not had any feedback yet. When she does, she will forward this to Rhona to send out to Parent Council Chairs. The NPFS National Conference takes place on Saturday 28 May in Glasgow. Roslynn would ensure that Parent Councils are provided with information which is given at this event.Norman noted that we had 2 national bodies which Parent Councils could access – the Scottish Parent Teacher Council and the National Parent Forum of Scotland. The members area of SPTC had a wealth of information which members could tap into and downloadable leaflets. All Parent Councils have their own log-ins. If they do not have their log-ins they can either contact SPTC directly or Rhona.As had been discussed previously, a replacement was required for Roslynn now that her daughter had left school. Roslynn was happy to give anyone who was interested background on the time commitment and what the role involved. Norman asked if Parent Council Chairpersons could go back to their Parent Council and ask if there was anyone interested in becoming involved as it would be a loss to the authority and Parent Councils if Inverclyde had no representation on this Forum.

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| **4****5****6****7** | **COST OF THE SCHOOL DAY**Elizabeth Robertson, Health and Wellbeing Development Officer did a PowerPoint presentation *(copy attached)* outlining how the cost of the school day can spiral and some families can struggle to cope with this. 1 in 4 children in Inverclyde are growing up in poverty and 56% of children in poverty are living in a working household. Discussion took place on how schools could be creative in helping to remove barriers to ensure all pupils can participate in activities. Grant indicated that in Notre Dame, where his substantive post is as Head Teacher, trips linked to the curriculum are school-funded and some schools organise a ‘Uniform Swap’. He also said that it was noted that here was a pattern of some pupils being absent from school when fundraising days were taking place. Instead of schools have a ‘donate a £1 to take part’ day, some schools felt it more appropriate to have ‘chuck it in a bucket’ where pupils can either choose not to donate or put in what they can. Some schools were also looking at removing school badges form their sweatshirts to alleviate costs. This was something that all schools should look at to ensure all pupils are included in the life of the school.**LOCAL AUTHORITY STANDARDS & QUALITY IMPROVEMENT PLAN March 2016 – March 2017**Ruth distributed copies of the above draft plan for discussion (*copy attached).* Discussion took place on the various areas identified. Ruth indicated that Inverclyde were achieving better in attainment than they should be in terms of the national picture but not as good as could be. This was being driven forward by the Attainment Challenge team. Parental Engagement and Partnership working had been identified and targets identified.The Improvement Plan will format what schools are doing and looking at in their School Improvement Plan and Development Plan.Further to discussion, a key will be inserted into the Plan explaining the acronyms used.**PRIORITIES AND AREAS OF INTEREST FOR PARENT COUNCILS**Norman distributed a leaflet from SPTC outlining training sessions offered and asked Parent Councils to have a look at what courses were offered and feed back to Rhona any areas of particular interest that they had. This can be organised on a cluster basis by schools or centrally by Education Services. Likewise, if there are any other training requirements which Parent Councils feel would be helpful for them, not offered by SPTC, in taking forward the work of their Parent Council, could this be forwarded to Rhona.The National Improvement Framework for Scottish Education was published on 6 January 2016 <http://www.gov.scot/Resource/0049/00491758.pdf> . Norman indicated that there was a children’s version of the document which may be helpful <http://www.gov.scot/Resource/0049/00491746.pdf>Norman reported that the Parental Improvement Strategy covered the period 2012 to 2015 and he would now be taking this forward in terms of updating and looking to the future. Norman would be looking for involvement of parents with this. Particularly in the undernoted areas:* Involvement in a Child’s Learning
* Communicating with Parents
* Improvement in School Life
* Supporting Learning at Home

**DATES OF FUTURE MEETINGS**The dates for the Parent Council Representative’s meetings for new session are as follows:* ***Wednesday 7 September 2016 – St Francis’ Primary School, Port Glasgow at 7.00 pm***
* ***Thursday 24 November 2016 – Clydeview Academy, Gourock at 7.00 pm***
* ***Tuesday 7 March 2017 – St Patrick’s Primary School, Greenock tour of refurbished school at 6.30 pm with meeting commencing at 7.00 pm***
* ***Wednesday 24 May 2017 – Kilmacolm Primary School tour of refurbished school at 6.30 pm with meeting commencing at 7.00 pm***

It would be appreciated if schools did not arrange their Parent Council meetings on these dates |

**PARENT COUNCIL REPRESENTATIVES MEETING**

**Wednesday 25 May 2016**

**St John’s Primary School**

**ATTENDING:**

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| Ian Dyer | Clydeview Academy |
| Morag McCracken | Craigmarloch School |
| Anna McEwan | Craigmarloch School |
| Ruth Binks | Education Services |
| Norman Greenshields | Education Services |
| Grant McGovern | Education Services |
| Elizabeth Robertson | Education Services |
| Rhona Turner | Education Services |
| Robin Thomson | Inverclyde Academy/Parent Representative on Education & Lifelong Learning Committee |
| Paul Malloy | Notre Dame High School |
| Roslynn Oliver | Parent Representative, National Parent Forum of Scotland |
| Eugene Lafferty | St Columba’s High School |
| Cate McGeachy | St Francis’ Primary School |
| Hugh Scott | St John’s Primary School |
| Gerry Watt | St Michael’s Primary School |

**APOLOGIES:**

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| Paul Smith | Ardgowan Primary School |
| Lesley Crumlish | Aileymill Primary School |
| Wilma Bain | Corporate Director, Education, Communities & Organisational Development |
| Gayle McSheffery | Gourock Primary School |
| Glen Miller | Port Glasgow High School |
| Claire Hunter | St Joseph’s Primary School |
| Andrew Burns | St Patrick’s Primary School |
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