

# Mosshead Primary Parent Council – 23rd March 2021 – [APPROVED] Meeting Minutes

**Attendees:** Shashi Ramachandra (SR), Susan Yeoman (SY), Ruairidh Dunford (RD), Angela Straine (AS), Claire McGrouther (CM), Janice Paterson (JP), Alison Ward (AW), Rhona Mason (RM), Scott Reardon (SC), Jennifer Phillip (JP), Ashling Anderson (AA), Zsuzsa Haag (ZH), Marion Hynd (MH), Emma Finlayson (EF), Grant Mcarry (GM)

**Apologies:** Jo McQuarrie (JM), Sacha Moonsammy (SM)

## Previous Open Actions & follow ups:

- Approved minutes – Filing/Circulation/Website addition SR/SY **[COMPLETE]**
- P7 Transition – Bearsden Academy follow up / communications SY **[COMPLETE]**
- Home Learning – Questionnaire Feedback JM **[COMPLETE]**
- Kudos Board SR/SY **[COMPLETE]**
- Communications Subgroup to come up with recommendations CM/AA/SC/MH **[ONGOING]**

## Carry Forward Actions from Previous Meeting

- EDC Parent Forum Rep – Email Addition JM/SR **[ONGOING]**
- Infant Playground State follow up SY/AW **[ONGOING]**
- Careers Fair – Document share / Progress JM/AW **[ONGOING]**
- New Development Planning Participation CM/SC **[ONGOING]**
- Catchment Area catch-up with SY / Write to Councillor AW **[ONGOING]**

## Current Meeting Minutes:

<u>Agenda Item</u>	<u>Action(s) &amp; Assignee(s)</u>	<u>Date</u>
1. Welcome	<ul style="list-style-type: none"> <li>RD started the meeting proceedings with welcome &amp; Introductions. We had additional/new participants in Marion, Emma &amp; Grant.</li> </ul>	23.03.2021
2. Last Meeting Minutes	<p>Previous minutes approved with no further amendments.</p> <p>Previous ongoing actions were reviewed as well. Details below:</p> <ul style="list-style-type: none"> <li>P7 transition is in progress and details are being communicated out to the P7 parent body via phone calls - <b>SY</b></li> <li><b>JP/SY</b> informed that the feedback provided via Kudos from parent body was very well received by the teachers. Thanks to the PTA for funding this. We will look to re-use the board for end of term feedback.</li> <li>PC Forum mailing list addition – No updates from <b>JM</b>. <b>RD</b> will reach out to JM on this. <b>SY</b> informed that she usually gets sent the invites and there shouldn't be any mailing</li> </ul>	23.03.2021

	<p>lists for this but there has been no recent activity due to lockdown. In future if she receives any comms around this the same will be forwarded.</p> <ul style="list-style-type: none"> <li>• Infant playground – Drains fixed but the work resulted in some additional damage. This will now need full resurfacing and work will be carried out over summer holidays - <b>SY</b></li> <li>• Catchment Area – Further follow ups done with Councillor Cummings, awaiting feedback from the Council – <b>AW</b></li> <li>• New development planning – No further updates on this - <b>CM</b></li> </ul> <p>Followup(s) listed under actions below.</p> <p>Actions:</p> <ul style="list-style-type: none"> <li>• <b>SR</b> to send approved minutes / file them on MPCC google drive / liaise with <b>SY</b> for addition on website.</li> <li>• <b>RD/SR</b> to close out PC Forum responsibility transition post chat with <b>JM</b>.</li> </ul>	
3. PC Members Items	<p><b>Communications Subgroup Update</b></p> <p><b>CM</b> provided an overview on this topic. Group met and has had some discussions around gaps, issues with the current state, future state communication options – its pros &amp; cons etc.,</p> <p><b>RD</b> suggested the group to come up with a written approach document for discussion &amp; agreement at the next PC meeting.</p> <p>Plan is for the new approach to be adopted for the next academic year.</p> <p>Pending actions for subgroup:</p> <ul style="list-style-type: none"> <li>• Complete Platforms Comparison Review.</li> <li>• Approach document for review / agreement at the next meeting.</li> </ul> <p><b>Careers Fair</b></p> <p><b>AW</b> provided an update on this topic. Given the current restrictions, this will be a virtual fair mostly with pre recorded materials. Materials are being gathered from various sources such as :</p> <ul style="list-style-type: none"> <li>• Parent body involvement - email sent out requesting pre recorded videos.</li> <li>• Barsden academy senior pupil involvement.</li> <li>• STEM forums - online materials.</li> </ul>	23.03.2021

	<ul style="list-style-type: none"> <li>School Staff – Kate Turnbull Liaising with a local construction company who are keen to get involved.</li> </ul> <p>SM and SC will be taking over this activity post this academic year when JM &amp; AW step down.</p> <p><b>New Members &amp; Chair(s) for 2021/22</b></p> <p>No volunteers for next term Chair(s) from the PC members yet. Below is the list of current year group representation on PC membership:</p> <p>Emma / Grant – P1  Sacha / Zsuzsa – P2  Claire / Scott – P3 (Marion + 1 other parent interested)  Ash/Angela – P4  Ruraidh/Shashi – P5 (1 vacancy next term)  Jen / Rhona – P6  Jo/Alison – P7</p> <p><b>Actions :</b></p> <ul style="list-style-type: none"> <li><b>CM/SC</b> to discuss with Marion + 1 parent from P3 year group who would like to be on the PC and agree 2 reps for this year group.</li> <li>Since <b>RD</b> is stepping down there will be one vacancy for P6 next year. We have a volunteer Laura. <b>SR</b> to invite Laura to next PC meeting</li> </ul>	
4. HT Report	<p><b>Return to School</b></p> <ul style="list-style-type: none"> <li>Kids have settled well back in school. Increased use of outdoors with focus on HWB.</li> <li>Online learning engagement – good learning progress</li> <li>Assessments started/in progress post pupils return. Targetted learning will be sent home. Increased focus on P7 transition.</li> </ul> <p><b>SeeSaw / Sharing Learning with Parents</b></p> <ul style="list-style-type: none"> <li>Fully operational now. Feedback from parent body being acted upon as and when they arise.</li> <li>See Saw learning journals will be updated regularly (atleast 1 entry a week) to act as continual feedback &amp; will replace written reports for this term (EDC advice as agreed with trade unions).</li> <li>PC members provided feedback on SeeSaw and overall positive barring a few technical issues around being able to like/comment etc., which has been fixed post the meeting.</li> </ul> <p><b>Planting Project</b></p>	23.03.2021

	<ul style="list-style-type: none"> <li>• Keep Scotland Beautiful planting project progressing well and has been a great feature for starting back/ outdoor time– donations from Buildbase of type 1 and bark to add to project.</li> <li>• Junior/ senior planters all set up. When more gravel arrives infant ones will be done before Easter.</li> <li>• Kate Turnbull working with PTA to identify community helpers (PTA/ Bearsden Festival) who will support maintenance once restrictions eased.</li> </ul> <p><b>Staffing</b></p> <ul style="list-style-type: none"> <li>• Erin Smyth was appointed as permanent PT at start of March. We have appointed an experienced class teacher to fill a vacancy who will start in August (8 years teaching experience). We also have another vacancy to be filled for August.</li> <li>• Appointed a new support for learning assistant yesterday to replace Mr McFarlane who retires at Easter.</li> </ul> <p><b>Transition</b></p> <ul style="list-style-type: none"> <li>• Still unclear what this will look like with restrictions in place but with current guidance this will be remote for now. P7s have transition teams with Bearsden Academy and there are some individual enhanced transitions ongoing through online means. We phoned all P7 parents to discuss transition as we know this was a concern for some parents.</li> <li>• Mrs Governo is making an electronic transition for P1s currently and has been in touch with all the nurseries and has attended meetings for those with additional support needs.</li> <li>• We would all hope that P1 and S1 could visit their new schools and meet staff, even outdoors, but we await EDC guidance on this once Scottish Government rules change.</li> </ul>	
5. AOCB	<ul style="list-style-type: none"> <li>• <b>P7 Residential / Day Trip</b> – SY confirmed that she is waiting on guidance update expected around 26<sup>th</sup> April. Post that transport arrangements etc., need to be made possibly involving some parent volunteers.</li> <li>• <b>Next Term P7</b> residential/day trips – SY informed that there is no clarity on this yet. Expectation is this may be moved to Oct/Nov.</li> </ul>	23.03.2021

	<p>venue etc., to be looked up post guidance updates.</p> <ul style="list-style-type: none"> <li>• <b>P7/P1 Buddy System</b> – SY confirmed she is waiting on guidance updates around different year groups mixing so nothing planned as of now. If restrictions change then this will be planned for Aug.</li> </ul>	
6. Next Meeting Items	<ul style="list-style-type: none"> <li>• Careers Fair Update – <b>AW</b></li> <li>• Communications working group update – <b>CM, AA, SC, MH</b></li> </ul>	
7. Dates	<p><b>Future MPPC Meeting Dates</b></p> <ul style="list-style-type: none"> <li>• 18<sup>th</sup> May 2021</li> </ul> <p><b>Future EDC Parent Forum Dates</b></p> <ul style="list-style-type: none"> <li>• TBC</li> </ul> <p><b>Future PTA Meeting Dates</b></p> <ul style="list-style-type: none"> <li>• TBC</li> </ul>	