

Mosshead Primary Parent Council – 30th Nov 2021 – [APPROVED] Meeting Minutes

PC Member Attendees: Sacha Moonsammy (SM), Felicity Watson (FW), Shashi Ramachandra (SR), Susan Yeoman (SY), Janice Paterson (JP), Zsuzsa Haag (ZH), Rhona Mason (RM), Emma Finlayson (EF), Laura Beard (LB), Michelle Primrose (MP), Laura Finnie (LF), Katie Brown (KB), Jennifer Phillip (JP)

Additional Attendees: Claire McGrouther (CM)

Apologies: Grant Mcarry, Marion Hynd, Anthony Lucas

Previous Open Actions & follow ups:

- Approved minutes – Filing/Circulation/Website addition SR/SY **[COMPLETE]**
- Forward any materials received from Parent Forum SR **[COMPLETE]**
- Update mailing lists with new members SR **[COMPLETE]**
- Parent body group email on the new PC members SY **[COMPLETE]**
- Record GDPR Consent for use of Names on Websites/Minutes SY **[COMPLETE]**
- Infant Playground resurfacing SY **[COMPLETE]**
- Comms Sub Group – refine approach based on feedback CM/AA/SC/MH **[ONGOING]**
- Constitution review – working group feedback ZH/CM/EF **[ONGOING]**

Current Meeting Minutes:

<u>Agenda Item</u>	<u>Action(s) & Assignee(s)</u>	<u>Date</u>
1. Welcome	SM started the meeting proceedings with remembering Mrs Welsh, her contributions to the wider Mosshead community & thanked the PTA for organizing the memory book on behalf of the PC.	30.11.2021
2. Last Meeting Minutes	<p>Previous minutes approved with no further amendments. Previous ongoing actions were reviewed as well. Pertinent details below:</p> <ul style="list-style-type: none"> • SY informed the infant playground resurfacing works were now completed over the october break & thanked the PC for previous follow ups. <p>Actions:</p> <ul style="list-style-type: none"> • SR to send approved minutes / file them on MPCC google drive / liaise with SY for addition on website. 	30.11.2021
3. EDC Parent Forum Update	<p>SR provided an update on the meeting, key items listed below:</p> <ul style="list-style-type: none"> • Kate Ferguson national forum rep from EDC is stepping down so there is a vacancy now to represent EDC. If interested please reach out to Greg or EDC Committee Admin. Please cascade the message to the wider parent body to seek out any interest. 	30.11.2021

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	<ul style="list-style-type: none"> • Bocclair Academy staff & students presented on Inclusive practices to support wellbeing. Lots of useful ideas / tips to promote inclusiveness at schools. • Covid update was provided with the key themes being: <ul style="list-style-type: none"> ○ clubs, school visits etc., are starting back with proper risk assessments. ○ Xmas parties / pantos are being arranged. Nativity plays will be shared with parents online. ○ Blended model - written/phone are being used for pupil reports this year. Video based parents/teachers meetings are being trialled now with backing from the union and will be rolled out for next year. • National Forum & Education committee updates will be circulated as we ran out of time. • Future meetings will be 1.5 hours from March starting at 6:30 PM. <p>Actions:</p> <ul style="list-style-type: none"> • SR to forward any materials received from the forum to PC members. • ALL to cascade National Parent Forum rep vacancy to anyone interested. 	
4. Careers Fair	<p>SY provided a quick overview of the careers fair and explained how it has been previously owned by the PC and would be good for new volunteers to take this over for next year. She answered follow up queries from the PC members.</p> <p>EF has experience running similar events for the NHS and has agreed to be a volunteer. It would be good to get a couple of additional volunteers by the Jan meeting to kick off the work.</p> <p>Actions:</p> <p>SR to share previous materials on the careers fair.</p>	30.11.2021
5. PC Members Items	<p>Communications Subgroup Update</p> <p>CH provided an overview of the sub group catchups and the outcomes are:</p> <ul style="list-style-type: none"> • Trial a closed PC Facebook group before xmas before launch to wider parent body in Jan. Volunteers required to test this out. KB and LF are interested in participating. • In addition to formal minutes going on website, create summary meeting notes to 	30.11.2021

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	<p>be put up on FB group; individual class whatsapp groups, newsletter etc.,</p> <p>Actions:</p> <ul style="list-style-type: none"> • CH to reach out to interested volunteers for trials & report back on outcome in Jan meeting. <p>Constitution Subgroup Update ZH provided an overview of the updates and rationale. The material has been circulated to PC members.</p> <p>Actions:</p> <ul style="list-style-type: none"> • ALL to feedback on updates to constitution in the due course. • ZH to bring the updated document for approval at next meeting. <p>School Uniforms Quality issues with current school uniform vendor were discussed. SY mentioned school is open to other options. There was a mention of St Nicholas using M&S and this will be explored further.</p> <p>Regular Comms from Teachers P3 requested updates on new topics via seesaw / email. General consensus is school wide topics are well communicated but there seems to be some inconsistency across different year groups in terms of individual class teacher comms. SY touched upon the general agreement with teachers on 1 update per child / week & targeted learning communications happening across the school.</p> <p>Actions : SY will take back the feedback/observations to teachers and see how this could be improved & made more consistent across the year groups.</p> <p>School Lunch Veggie / Salad Choices Some parents had raised queries on salad choices availability on the school menu. SY confirmed that they are indeed available and may be down to individual kids not picking up. The message will need to be reinforced to pupils both at home & school.</p> <p>Halloween Arrangements SY informed the PC that Haloweens dress up days are not being done in the school since the last 4 years and this is down to Poverty Advice/Support</p>	

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	<p>guidance. This will not change. ZH mentioned that the PTA discussed the possibility of running Haloweens Disco and the idea was voted down due to similar reasons.</p> <p>Covid Restrictions Update / Xmas Events SY provided updates inline with the EDC Parent Forum updates mentioned above:</p> <ul style="list-style-type: none"> • Staggered Start /End time sto continue. • Clubs are being run following necessary risk assesments. • School Hall will be used for xmas parties with a couple of classes each. • P3 Nativity will be recorded for parents and a few classes will join in the show. <p>Parents Meeting – Feedback / F2F / Zoom possibility SY provided updates inline with the EDC Parent Forum updates mentioned above. Video booking system may be used for May 2022. Feedback on Phone meetings were mixed with it working well for some parents and not others. Current EDC guidelines will be used for next years meeting in May 2022.</p>	
6. HT Report	<p>Attainment / Achievement Update</p> <p>See attached document 'Attainment Info Nov 21.pdf' for details</p>	30.11.2021
7. AOCB	<p>PC Reps & Classes</p> <p>There is a PC vacancy for P5A rep as Ash has indicated she is no longer able to join due to other commitments. Would also be useful if we could update the website / reps list with A/B class details.</p> <p>Actions:</p> <ul style="list-style-type: none"> • SY to send a group call to P5 parent body for volunteers. • SY to update website and circulate list with class details for filing 	30.11.2021
8. Next Meeting Items	<ul style="list-style-type: none"> • Communications working group update – CM, SC, MH • Working group update on Constitution – ZH, CM, EF • Careers Fair – SY, EF 	
9. Dates	<p>Future MPPC Meeting Dates</p> <ul style="list-style-type: none"> • 25 Jan 2022 • 29 Mar 2022 	

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	<ul style="list-style-type: none"> • 31 May 2022 Future EDC Parent Forum Dates <ul style="list-style-type: none"> • 22 Mar 2022 • 24 May 2022 Future PTA Meeting Dates TBC	