

Mosshead Primary Parent Council – 27th September 2022 – [APPROVED] Meeting Minutes

PC Member Attendees: Sacha Moonsammy (SM), Susan Yeoman (SY), Felicity Watson (FW), Zsuzsa Haag (ZH), Shashi Ramachandra (SR), Laura Quinlivan (LQ), Katie Brown (KB), Michelle Primrose (MP), Fiona Gold (FG), Anita Eley (AE)

Additional Attendees: Kirsty Tolmie (KT), Laura McIntosh (LM), Kirsten Flynn (KF), Andrea Wieler Goodbrand (AW), Catherine McAllister (CM)

Apologies: Laura Finnie (LF), Claire McGrouther (CMG), Marion Hynd (MH)

Previous Open Actions & follow-ups:

- Comms Sub Group – trials update / go live plan CM/AA/SC/MH [*ONGOING- see below*]

Current Meeting Minutes:

<u>Agenda Item</u>	<u>Action(s) & Assignee(s)</u>	<u>Date</u>
1. Welcome	SM as chair opened the meeting and welcomed everyone. Apologies were noted.	27.09.2022
2. Last Meeting Minutes	Previous minutes were approved with no further amendments. Actions: <ul style="list-style-type: none"> • FW will liaise with AE to send approved minutes / file them on MPCC google drive / liaise with SY for addition on website. 	27.09.2022
3. HT Report	<p>SY's report focussed on the STEM Nation Award, and how the school has been successful in gaining full certification across all 5 areas, namely:</p> <ul style="list-style-type: none"> • Leadership • Family & Community • Partnership Working • STEM Curriculum & Learner Pathways • Equity & Equality in STEM <p>SY extended a "Huge Thank You" to all who have got involved over the past few years e.g. in partnerships, Careers & STEM Fayres etc. This certification will last for 3yrs until renewal, and the school are embedding the approaches and initiatives.</p> <p>ZH commented that this was a fabulous demonstration of work over the past 3 years, and asked if the presentation would be shared with the parent body?</p>	

<p>4. PC Members Items</p>	<p>Communications Subgroup Update</p> <p>ZH shared an update on this working group and highlighted the creation of a new footer graphic which aims to promote and distinguish between PTA and PC roles and encourage volunteers. Unanimous agreement to add to newsletter from those present.</p> <p>There followed a discussion about the PC Facebook Group, and whether we are ready for this to go live.</p> <p>A key issue is administration and moderation of the site, for which volunteers are being sought. ZH clarified that being an admin for this site involves:</p> <ul style="list-style-type: none"> ➤ Ensuring any questions are answered objectively ➤ Any comments not appropriate to the page (e.g., relating to an individual child) are redirected ➤ Providing a moderating voice in any debates ➤ Adding content from PC <p>KF volunteered to help with this admin.</p> <p>Actions:</p> <ul style="list-style-type: none"> ➤ ZH to link KF with CMG & MH to discuss further ➤ ZH to go back to CMG & MH and check whether they are happy to moderate on an ongoing basis: <ul style="list-style-type: none"> ○ If yes, the FB group will be opened to the wider parent body, and the school will promote it (SY) ○ If no, opening out / promotion will be delayed until there is capacity to moderate ➤ SY to add footer to newsletter (Once PC footer is confirmed or altered). <p>Active Schools Update</p> <p>KB reported that she has been linking in with the Active Schools Coordinator and SY, and the school are now pleased to be offering extra-curricular activities across terms 1 and 2 for P3-P7. In addition to Active Schools, the school works with the SFA and Mugdock Forest Rangers to provide football throughout terms 1 and 3 for P6 and Forest School throughout terms 1 and 2 for P2.</p> <p>The Active Schools activities on offer in school so far include Minifit, Netball, Dance and Basketball. These activities are chosen to link to those currently available within the community, so that if children enjoy it they have the opportunity to take it on further at a club or session out with school. Planning is underway to programme more activities for term 3.</p>	<p>ASAP</p> <p>ASAP</p> <p>Once PC footer is confirmed.</p>
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All activities will initially be led by an experienced Active Schools deliverer/teacher and supported by parent volunteers, to allow volunteers lead in /time to gain confidence.

Volunteers who have come forward so far include:

- 3 teachers
- 6 vols from parents / Bearsden Academy Young Leaders Programme

Training programmes for these volunteers are being run by Active Schools.

These developments have been very positive, and KB acknowledged the quick turnaround & partnership working between the school and Active Schools.

KB also highlighted an aspiration among parents/carers to start a Bike Train initiative for Mosshead. This is an ongoing project under development.

SM thanked KB for this great work and asked how people find out about the clubs.

KB and SY confirmed that letters come out via school to the group concerned, and that opportunities are usually enthusiastically received & oversubscribed.

AE raised the question of P5-7 letters not going home to parents, opportunities only being offered within school, and that concerns have been raised around whether this can lead to some more confident pupils tending to benefit from opportunities, and others not.

SY responded as per a previous email on this, stressing that the school aims to encourage responsibility among P5-7 pupils in preparation for Secondary school, and that there are always spare letters available (which pupils can come back and collect over a few days).

Logbook of Emailed Issues and Responses

Background: In the run up to this meeting a large number of issues were raised as potential agenda items, to which SY provided responses by email. In order to make the agenda manageable it was proposed that only some outstanding issues would be discussed at the meeting, and that email responses to the other issues could be shared with parents by way of feedback. CMG kindly compiled these issues and responses into a Logbook document, which accompanied the agenda and meeting papers.

Issues/ queries raised in this logbook and not discussed at this meeting included:

- *9am entry & system at school gates*
- *PE days / Changing for Gym*
- *Confirmation of Break Times*
- *Football at break*
- *School participation in football contests*
- *Sum Dog subscription for younger stages*
- *Wet weather clothes*
- *Christmas Festivities*
- *Suggestion of School Caps*
- *Homework Jotters*
- *Climbing frame in infant playground*
- *Extracurricular STEM opportunities*
- *Pupils opting in/out of activities offered*
- *Music opportunities*

Please refer to logbook for further details and school responses.

SM commented that this logbook is helpful and confirmed that the document / contents can be shared with the parent body.

A few outstanding points from the logbook were discussed as follows:

➤ **Changing for Gym (children with support needs)**

SY stressed that the school would especially encourage children with additional support needs to practise getting changed. It was acknowledged that this takes time, but that the practice is a necessary and worthwhile part of the exercise.

➤ **Swimming lessons**

AIM: To gain consensus from PC on if we want to take this forward as a group or advise parents to contact councillors and EDC education team direct.

SY wished to make it clear that, should we choose to push for swimming lessons with EDC, this would incur considerable costs which would absorb at least a quarter of the educational budget from EDC for each year group. Additionally children and teachers would lose a whole morning per week of school. Effectiveness of school lessons in terms of swimming outcomes is thought to be limited, with 2 coaches per 30 children.

ZH shared the perception of some parents, that another school in the area have taken their children to the pool and “if they can, why can’t we?” **SY** suggested this activity may have been funded by their PTA and they may have walked to the pool. She was sure this would not have been EDC funded.

Actions:

- PC to decide if and how to take this forward

- **Climbing frame in infant playground**

SY suggested a volunteer from the PC could work with the PTA to source or raise funds to replace the damaged chute. The PTA fund is currently empty, and there are other spending plans, so the PTA would need to decide if this is a priority.

Actions:

- Any volunteers to contact PTA to take this forward

CMA asked whether a PE teacher takes PE lessons, and whether lessons happen indoors or outdoors. **SY** clarified that it is a class teacher who takes PE, and that there is a mix of indoor / outdoor sessions dependent on the weather.

LQ raised the question about availability of ball sports at playtime from an email sent by a parent to her. The email states that lot of people feel strongly about this, including the view that there are more injuries as a result of no sports. There was a petition about the issue. They feel the solutions being suggested are unnecessarily detailed, counterproductive and that this approach stifles imaginative play.

SY referred to the email previously sent out to the school parent body. The student sports leaders/committee will be considering ball sports as part of the playtime mix and helping to find a way forward with this. These will include opportunities for football, netball and basketball. **SY** pointed out that there are mixed opinions, not all children like the ball sports going on so we have to have playground spaces for those who don't want to be involved in sport as well. The school must take health and safety into consideration, and the number of injuries has decreased "massively" since ball sports at playtime was stopped. However, ball sports will be introduced at breaks in a structured, planned way; the school will take forward the plan as set out in the email, and then will review how it is working.

SM reminded the council that we have a list of items that are on the agenda, and it is important to stick to this in order to have a streamlined and efficient meeting. Too much discussion can make it difficult to keep the flow and stick to time.

Discussion of Parent Council agenda / meeting structure

AE welcomed the use of email before the meeting to address concerns raised by parents, where those are clear cut in nature.

	<p>However, AE and LF would like to clarify the process by which the agenda is set, and items for discussion are chosen.</p> <p>AE also proposed taking a step back and looking at the aims of the Parent Council as set out on the school website. Identifying and representing concerns of parents is one of those aims, others relate to helping to create a welcoming and inclusive school, providing partnership between the school, pupils, parents & community, and developing and engaging in activities which support the education, welfare and spiritual and emotional wellbeing of the pupils. There is an interconnectivity to the aims, in that for example working in partnership and being inclusive involves all parties feeling listened to, which links in to how we address parent concerns. But addressing individual detailed concerns can inevitably tend to dominate meeting time, leaving less room for, for example, developing activities that support the school.</p> <p>AE suggested it could be worth spending some time in these meetings (perhaps as a regular agenda item) considering together how we are addressing each/all of the aims of the PC.</p> <p>AE and LF would welcome other people's thoughts on this.</p> <p>FW suggested that the process should be more formal. We keep having repeat conversations about certain issues, which can be very emotive, and it would help to have a single united message from the PC on these issues (e.g. football in school, dress up days). There are often mixed views and not everyone feels strongly about each issue. FW proposed that suggested agenda items (or issues to be raised) are emailed formally to the PC email account [mossheadparentcouncil@gmail.com], copying in the PC rep. If several people are raising the same issue, that could potentially identify an agenda item.</p> <p>A lively discussion followed, where the following key points were raised:</p> <p>CMA – If issues are not resolved, we need to ask why not? If the same issues are coming up, maybe there is a problem? / If people are passionate about something they won't stop raising it.</p> <p>SY – People keep raising an issue if they don't like the answer.</p> <p>FW – Some things will not be resolved. Many parents are not as passionate.</p> <p>SM - Things can grow arms and legs, and focus can be lost. Decisions are made by the school, but also in relationship with EDC & National bodies. / Parents can email the school with a question or query; it doesn't need to be discussed at PC.</p> <p>LQ – I was told on joining that the purpose of being here and having these meetings was to raise parent issues. If we are not able to do this, what are we supposed to be doing? / A parent had raised an</p>	
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	<p>issue with the school, but didn't think the response was right, so asked for it to be raised with the PC.</p> <p>AE - It's not just about what is discussed, but also how the issue is dealt with and communicated. Things have been communicated but have not been <i>heard</i>. If we want to work as a partnership, we need to nurture relationships, make sure communication is working and everybody is feeling listened to.</p> <p>AWG – If the concern relates to Health and Safety this isn't within the PC remit, we can't change the law.</p> <p>ZH – This is difficult, as a class rep we must be the voice for the class. For some points email works, but not for others. It would help if there was a more formal closing point for the agenda, which could then be sent out a week before the meeting to allow for discussion around controversial things. This would mean we could represent the whole class not just one voice. It is the PC role to work towards things most parents want.</p> <p>CMA – Everybody matters, if an issue has only been raised by one person it doesn't mean it is not important and can be dismissed. / How do you go back to that parent?</p> <p>SM – It's out of our hands if SY has replied / Historically parents emailed the PC email address, we had access and could reply and point people in the appropriate direction. It could be endless; we can't do it all in the meeting.</p> <p>AWG – The idea of raising only majority concerns doesn't sit well with me, I have a specific interest in foreign languages, and I would like to be heard. So, I understand, but it also comes to a point where it must go somewhere else.</p> <p>SR – Documents are in place to guide the functioning of the PC. We're losing focus on what we can do to help the school. I suggest we take this away, look at those documents, propose a way forward.</p> <p>SM – There is a wealth of information about constitution and role of the PC on the school website [http://www.mosshead.e-dunbarton.sch.uk/parents-info/parent-council/]]</p> <p>KF – requested circulation of timelines and logbook</p> <p>AE & ZH volunteered to take this away and progress as suggested by SR and invited FW to join in this.</p> <p>[comments by KF/AE/FW in the 'chat' function during this discussion generally supported the idea of a clearer, more formal agenda process that can be used to facilitate pre-meeting discussion. Apologies were also made by a few people who needed to leave the discussion to attend to family.]</p> <p>Actions:</p> <ul style="list-style-type: none"> ➤ Logbook to be recirculated to PC / those in attendance ➤ ZH, FW & AE to work on agenda setting process 	<p>ASAP</p>
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	<p>➤ Agenda setting process to be added as item on next PC Agenda</p>	
5. AOCB	<p>Future MPCC meetings Agreed to change date of next meeting from 29th to 15th November 2022</p> <p>EDC Parent Forum Meetings – volunteers still needed SR has been representing us on this forum for the past year and is looking for volunteers to take ownership. Lots of useful things come down e.g., from the Scottish Parent Forum, and it is also an opportunity to raise matters of interest to us. Actions:</p> <p>➤ Email SR if available / interested in attending next meeting on 4th October 2022</p> <p>Clerk role - volunteer still needed AE referred to emailed suggestion of revisiting putting the role out to the parent body; the Clerk role involves a slightly different skill set and may appeal to someone more than a Parent Rep role. SY said this could be done. Actions:</p> <p>➤ Invitation / information about Clerk Role to be circulated to parent body (SY)</p> <p>ZH enquired as to whether we are still looking for volunteers to help organise the Careers Fayre and volunteered for this.</p> <p>SM informed us that SY has updated the website for year group reps. Hopefully new P1 reps will not have been overwhelmed by this meeting, which has been longer than usual, and would be happy to continue as parent reps? SM offered the following closing comments regarding the way forward:</p> <ul style="list-style-type: none"> ○ It is important for meetings to be open and transparent ○ Observers are welcome, but speaking contributions would normally only be expected from Parent Council members ○ Hopefully there will be clarification around this for next time, to aid towards an efficient meeting. <p>SM Thanked everyone for their time, it is valued.</p> <p>Meeting closed at 21:08</p>	
6. Next Meeting Items	<ul style="list-style-type: none"> ● ZH, FW & AE to report back on work re agenda setting process ● PC to agree way forward regarding swimming lessons 	

7. Dates	<p>Future MPPC Meeting Dates</p> <ul style="list-style-type: none"> ● 15th November 2022 <p>Future EDC Parent Forum Dates</p> <ul style="list-style-type: none"> ● 4th October 2022 <p>Future PTA Meeting Dates</p> <p>TBC</p>	
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