

## **MPIP Minutes Wednesday 26<sup>th</sup> March 7pm, School Staff Room**

### **ATTENDANCE**

Attendees: Jane Dickers, Kathryn Michie, Carol Harper, Alex Green, Estelle Winward, Bruce Thomson, Susan Orr, Melanie Walker, Hazel Fraser, Jill Good, Leah McKinnon, Elizabeth Buchan, Pauline Stevenson, Jane Nicoll, Emma Strathdee, Sarah Stephen

### **1. APOLOGIES**

Katie Robertson, Donna Sim, Joanne Evans, Kathryn Rintoul, Elaine Yeats, Alastair Beaton

### **2. MINUTES OF LAST MEETING AND UPDATES**

Minutes of 25<sup>th</sup> February. Page 2 Head Teachers Update: Enhanced Provision

“A sensory room is due to be installed by the end of next term” amended to “Plans are currently in process to install an enhanced provision sensory room”.

### **3. MATTERS ARISING**

#### **School Buses**

Senior Transport Officer, Paul Reid and Principal Transport Officer, Colin Young, have agreed a transport route/pick up point with parents and contractor in the event of extreme weather (e.g. snow). A secondary issue of Burns buses reversing in the school car park at 9.00am is still to be resolved – Colin Young is arranging a site visit at the start of the school day to view congestion issues and a Roads Engineer will also be attending. Burns have suggested that our Turning Circle is not big enough to allow their contracted 33 seater bus to turn, hence the instances of reversing. Colin’s site visit will be to assess this. Once the outcome of the assessment is known, options will be explored to resolve the situation if necessary. In the first instance bus sizes v number of pupils travelling will be reviewed, but Aberdeenshire/Robertson’s are aware of the situation and it is not out of the question for the Turning Circle to be enlarged, if all other options fail.

Action: Site visit by Principal Transport Officer Colin Young

#### **Education City**

JB surveyed teachers. Maths and literacy were the most highly used areas. Maths in particular was the most heavily used area of the homework portion of Education City with homework being set weekly or fortnightly. The feedback from teachers is that it is a good resource and they would like to continue with the home learning package. Limited usage data is available. Teachers can view what each child has accessed. A paper alternative or access to Education City within school time is arranged for children unable to access at home. In light of possible shire wide school subscription it was agreed to renew the homework package for one year only. A parent has highlighted that there is a free resource “Study Ladder” used as an alternative to Education City in some schools. Jane Brown to investigate this and also to consider opportunities to promote the use of Education City.

#### **Music Tuition**

Alex Green raised the issue of music tuition and requested clarification on the Aberdeenshire Council music tuition policy. Due to the waiting list in obtaining council lessons his child is currently receiving private music tuition and he has now been informed that children receiving private lessons are excluded from council lessons. It was also raised that children receiving private music tuition are not included in school musical activities. JD to write to Head of Music Instructors to seek clarification and advice on parent concerns. In written response AB advised that children privately tutored in musical instruments are not knowingly excluded from musical activities e.g. assemblies, but it's not always

apparent who attends private lessons. JB further explained that this is picked up via achievement records completed by the children at the beginning of the year. EB highlighted that the process of applying for music lessons is not straightforward. In addition to applying on the council website, children have to undertake a test due to limited places available. This process does not seem appropriate in particular for enhanced provision children.

Action: JD to write to Richard Paton, Head of Music Instructors, Aberdeenshire Council Instrumental Music Service

#### **4. HEAD TEACHER'S UPDATE – ALISTAIR BEATON**

##### **School Roll**

The school's projected roll for next session currently stands at 371 (Including 6 x P1 out of zone requests). Our QIO, Gordon Lennon, has advised that it will be 31<sup>st</sup> April until he makes a decision on out of zone requests and consequently, we get a firm idea of P1-7 numbers for next session. As things stand we're still looking at retaining a 14 class structure for next year.

##### **Room 4**

Robertson's have now provided the Council with a quote for Room 4 to once again be made a mainstream primary classroom, and for our Resources Room (next door to the Library) converted into an Enhanced Provision classroom base. The quote has been passed to both the Council's Business Support Officer and to the ASN Manager for a decision as to whether or not they progress the work this year (over the summer holidays). I have pushed for an early discussion as any summer work will need to be carefully planned and resources etc. moved over the course of the term ahead.

##### **Staffing**

We hope that new Nursery Nurse, Sarah Menzies, will be taking up post in Nursery next week. Sarah replaces Michelle Greaves who left at Christmas to take up a post at Auchterellon Nursery. Some of our PSAs have been looking to change their hours and we had one resignation a couple of weeks back. PSA posts are currently being advertised and I would hope to have the posts filled on a permanent basis by early May. In the meantime, our one current vacancy is being filled by Mrs Janice Collie, PSA Supply.

##### **Nursery**

With the move to increase the length of Nursery sessions to 3 hours and 10 minutes per day from August (with Nursery operating from 8.45am – 3.30pm) as a result of the Scottish Government's Bill, I am about to undertake a consultation on changing the current school day – proposing a start of 9.00am and finish at 3.15pm. Nursery operating hours will be a key priority to discuss, action and agree in the term ahead.

#### **5. TREASURER'S UPDATE – Estelle Winward**

The accounts continue to look healthy for the year ahead. We should start the new school year with a fund of approximately £4000. A request for MPiP funds of £200 was made and granted to cover crèche costs for a school meeting next term for parents with children with additional needs.

#### **6. FUNDRAISING EVENTS**

Race Night – Philip Michie

Tickets have sold well with a few left. LM sourced over 30 raffle prizes. JD thanked PM and LM for their huge part in organising this fundraiser and to all the parents that supported it by buying tickets, donating raffles and sponsoring horses.

## Summer Picnic

Agreed to proceed with a summer picnic. JD/LM/SS/MW/EW to organise. The aim is an informal family get together rather than as a fundraiser.

Action: Organising team to advise on date and details of activities

## Offer of Funding

A parent contacted MPiP asking if there were any projects currently requiring funds as their place of work has funds for appropriate projects. JB advised that the school was currently well resourced.

## 7. YGR Update – Susan Orr

YGR's were asked a day before a school trip if they could help with finding parent volunteers. SO advised that they were more than happy to help but to please give them more time. JB confirmed that all teachers are aware of YGR's. One parent with two children at the school did not receive a leaflet regarding Sports Relief day and the option to not wear uniform on that day. CH advised a leaflet should have gone home with eldest child. The issue of multiple communications on the same topic from school, MPiP, YGR was raised and better ways to disseminate information without replicating it. A parent had asked if it was possible to order house t-shirts in advance of starting primary one. LM advised that children are not allocated their house until the start of the school year. An order sheet will go out in Sept.

Action: JB to look into school communication and possibility of using email

## 8. AOB

### School Uniform

A number of parents had raised the issue of poor quality and sizing issues regarding school sweatshirts and polo shirts. AB advised the best way forward is to undertake a survey of all school parents and if MPiP would take responsibility for drafting the questionnaire and actioning the survey. This was agreed.

Action: MPiP committee to take this forward

### Early Stages Playground Supervision

A parent reported that her child had been involved in a number of minor accidents in the early stages playground and was unable to find an adult and that she did not think it was appropriate for P6/P7's to be supervising. JB advised that there are 11 PSA's working across the school area according to need during breaks. Two adults Mrs Fell and Mrs Holmes are in the early stages playground and wear bright yellow jackets to make them more visible. One of them should always be present. The P6/P7's have volunteered to take part in the Young Leader programme organised through Active Schools and are there to assist.

The issue of school buses arriving at the school at 8.55am and yet no playground supervision available until 9.00 am was raised.

Action: JB to investigate

### Fundraising

AG suggested he could possibly look into funds via his work regarding funding the marquee hire for the Summer Picnic. Also whether there would be a possibility of hosting an event at Meldrum Sports. It was agreed this should be investigated further.

Action: MPiP/Meldrum Sports

**Next meeting: Monday 12<sup>th</sup> May \*\*\*7pm\*\*\* School staff room.**