

**St. John's Primary School Parent Council**  
**Minutes of Meeting held on Monday 14th January 2013**

**Present**

Alison Hope, Janace Telfer, Jennifer Robb, Roselyn Murphy, Janet Paton, Monica Clemente, Gayle Baxter (Minutes), Tamsin Graham, Susan Gemmell, Susannah McIntosh (Chair), Ellenor Walker, Joanne Carroll, Joanne Dunbar, Emma Smith, Anne Graham, Monica Lennon, Davie McLachlan, June Gribbin, Angela Wardlaw, Fiona Ibell, Sarah Wilson

**Apologies**

Alison Irvine, Jean McInerney, Kirstine Noble, Jill McLennan, Paul MacConnell, Fiona Moffat

**Copies to**

Joanne Cunningham, Linda McInnes, Stephen Black, Gordon Peters, Anne Mitchell, Janet Wilson, Fiona Queen, Wendy Walker, Lynsey Coyle

Agenda Item		Action
1	<p><b>Apologies</b></p> <p>Were made as noted above.</p>	
2	<p><b>Approval of Previous Minutes</b></p> <p>The minutes of <b>8<sup>th</sup> October 2012</b> were approved.</p>	
3	<p><b>2012/13 Events programme</b></p> <p>A sponsored event is planned for 1st February - there had been previous discussion on Boxercise, and it is still be clarified if the individual identified for this is able to lead the event. Janace Telfer confirmed that Clare Murphy, Active Health Co-ordinator, also had a contact for this activity (cost is in region £120-£150). As an alternative activity, Janace Telfer suggested Tai Kwon Do as she has contact details for someone who could deliver this session for free. Juice and fruit platters to be provided for children - platters went down well previously with children as they could choose what they wanted. Volunteers were arranged to help out with this - Anne has a note of who helped out previously and with what was provided. Helpers may be required for the activity session itself, depending on what is involved. Anne will distribute sponsor forms.</p> <p>A disco is planned for 27th March, one for P1-P4 and one for P5-P7. Jill McLennan previously assigned to organise this. Tamsin Graham volunteered to check if Future Stars had a confirmed booking for the events. It was suggested that, in order to give children an opportunity to have a drink or to have some quiet time, classes will be taken to the canteen in stages (all P1, all P2, etc) and tables would be set up with juice available. Future Stars DJ's will need to be provided with a list of classes to help facilitate this by announcing during the disco. Let for event will need to include canteen as well as gym hall. Letters will go out w/c 18th March, and tickets will be</p>	<p>AG</p> <p>TG</p>

	<p>printed around the same time. Helpers will be needed to assist at the discos.</p> <p>Book Fair - 21st March. This is running at the same time as the Parents Night and volunteers will be required. A request for this will be made nearer the time.</p>	
4	<p><b>Fundraising Ideas: Workshop(s)</b></p> <p>Susannah advised that - following a meeting between herself, Tamsin and Mrs Hope - there were changes suggested to the format of the Parent Council meetings. To help encourage discussion of new fundraising ideas, delegates at the meeting will split into small groups to brainstorm ideas for fund-raising. It was clarified that these sub-groups would then feedback their ideas to the larger group at the same meeting. It was suggested that the current role-bearers could advise groups on practicalities of organising events, given their experience in this area, and Tamsin encouraged all members to come along to the next meeting prepared with ideas for fund-raising. At the next meeting, events will begin to be planned for the school year beginning August 2013.</p>	All to come with ideas for fund-raising.
5	<p><b>Parent Council Website</b></p> <p>Susannah advised that the Website Sub-Committee met in November, and Joanne Carroll has been adding the content to the Parent Council pages (this content is not yet live). Janace Telfer confirmed that the content of the pages on the school website has been developed further and that it should be ready for launching by the February break (8th February). There are currently photos on the website from events in the school - e.g. Eco Day and the visit from the Peking Orchestra - where children are visible but not identified. Janace was keen for the home page to include a random, changing, selection of photographs but any pictures used featuring children would not show their faces. Joanne Carroll commented that the Wordpress tool used to edit the pages is functional but it is difficult to develop anything further without technical assistance - it was advised that Colin Mcleod from Hamilton Grammar can provide assistance is required.</p> <p>Susannah will e-mail details of the content that will be included on the Parent Council pages, including Meeting Dates, How to Join, Previous Minutes, etc as well as other resources.</p>	
6	<p><b>Curriculum for Excellence</b></p> <p>Mrs Hope gave an overview of the Sexual Health and Relationships topic, parents will be sent letters relating to this at the beginning of February. Parents will be invited to take part in workshops to review the material available for each stage. This topic has been piloted previously but the materials have since been reviewed and updated.</p> <p>Topics agreed within the school learning community are being used throughout the school and all learning activities are linked to this (e.g. the Titanic topic links to maths, science, etc). Topics last around 6 weeks and are designed to meet Curriculum for Excellence outcomes. Topics will not be used again where they do not meet the outcomes for Curriculum for Excellence - an example of this is the Dinosaur topic previously enjoyed by the P2's.</p>	
7	<p><b>Travel Plan</b></p>	

	<p>There have been positive improvements in the attitude of drivers following the decision in October to close the main gates at the end of the school day. There have still been some complaints from drivers about the traffic warden approaching them when they are parked in the 'lay by', which is actually a designated bus stop.</p> <p>Park &amp; Stride - It was highlighted that the stairs going up from Dixon Street to Bent park can be dirty, icy and unsafe to use. Mrs Hope advised that when the Council have been approached about this previously, they have always acted promptly to rectify the problem - however, this is not regularly followed up. Mrs Hope advised that she would ask the office staff to call the Council once a month to ask for the stairs to be maintained. Sarah Wilson suggested that it may be possible for Community Service to be involved in the maintenance also.</p> <p>"20" sign - it was highlighted that there is a "20" sign on Union Street which is never lit, and there is no corresponding sign on the other side of the road. Monica Lennan and Davie McLachlan advised that they would carry out a walk around of the area and check out this and any relevant other issues.</p>	<p>AH</p> <p>SW</p> <p>ML/ DMcL</p>
8	<p><b>School Budgets</b></p> <p>Mrs Hope gave an update on school trip costs. National Trust membership has been renewed and this ensures that classes can visit these properties for free and only pay for transport. Payments requested from children for school trips will not exceed £5. Teachers have been asked to consider local, and ideally free, options for school trips.</p> <p>Christmas was a costly period, with a number of expenses ranging from presents for the children to the pantomime and ceilidh (it was commented that this was very popular).</p> <p>Swimming will take place this year for P5 and P6 pupils, eventually this will only be for P5 pupils. Bike-ability will commence after the Easter break, staff will require to attend training to ensure they are up-to-date with the programme.</p>	
9	<p><b>Parent Council Elected Representatives</b></p> <p>Susannah advised that she has been elected as one of only 2 Parent Council members from across South Lanarkshire to the Council's Education Committee. Meetings are every 8 weeks and Susannah will feedback to the Parent Council.</p>	
10	<p><b>AOB</b></p> <p>Mrs Hope advised that Gary Beggan will continue to b participate in school assemblies every Friday as Rev Joanne Hood, the minister for St John's Church, will not be able to come along every week. Rev Hood will visit the school regularly and hopes to meet every class. Gary is a lay preacher and a member of the Harvest Church - in his role as Youth and Development Worker he is involved in a number of activities with schools in the learning community, including the Youth Club held at the</p>	

school on a Friday evening.

Mrs Hope confirmed that children have been asked, where possible, to bring in a bottle of antibacterial hand gel to school. Children are provided with bar soap and paper towels in the toilets, and have been encouraged to wash hands after trips to the toilet to minimise the spreading of germs and the risk of passing on infection. There was a lengthy discussion on possible procurement of liquid soap/ antibacterial soap for the school - these supplies are purchased from the school budget and there are no funds remaining to purchase additional types of soap at this time. It was discussed whether a Council-wide contract could be used to provide antibacterial soap at the school, this is not current practice.

**Next meeting is 21<sup>st</sup> April 2013.**