

Minutes from Ferintosh Parent Council Meeting 3

Date: 20th May 2021, 10.30-11.30

Where: Meeting held via Microsoft Teams

Attendees: Antony McCallum-McKay (AMM) – Head Teacher, Amanda McIntosh (AM)- Chair, Elaine Mackenzie (EM) - Secretary, Kirsten Airlie-Gilbert (KAG), Richard Airlie-Gilbert (RAG), Sarah Bilsland (SB)

Apologies: Elspeth McDonald-Fitzsimmons (EMF), Manuel Araneda (MA)

1) Welcome

EM welcomed everyone to the meeting and explained because they rotate the roles of Chair and Secretary, this month AM would be chairing and EM would be taking the minutes.

2) Previous Minutes and Action Points

The previous minutes were approved and ongoing action Points discussed:

Parent Council Bank Account

EM to arrange with AM to be co-signatory now that bank account is open.

Action: Arrange with bank for AM to be a co-signatory

Outside Hut for shelter

AMM reported that he had spoken to Mrs Stevenson about the hut and that they had been getting quotes. They have sourced an appropriate hut with storage and shelter at a current cost of £791.66. AMM requested that EM send Mrs Stevenson the funding application forms to allow her to decide how best to complete the form.

Action: EM to liaise with Mrs Stevenson

Flag Pole

EM reported that the flag had been removed. However, it would be wise of School to check flag pole because it doesn't appear to be completely secure and could be a health and safety issue.

Action: AMM to organise checking the flag pole

Social Media for School

AMM reported that he had purchased a "School App" which every parent/carer will get access to and this would be method that school information would be shared. The app will be Pin protected. More details to follow and there will be a promotional campaign once it is launched to allow everyone to find out about it.

Action: AMM to promote once it goes live

Pedometers

EM asked if it might be possible for Parent Council to purchase Pedometers for the children to use to encourage them further. AMM suggested different options for the pedometer and EM asked if he could send her details for Parent Council to look over and purchase.

Action: AMM to send different options to EM

3) Head Teacher Report

Trees: AMM reported that the felling of the Trees didn't happen over the Easter break as originally planned. There were questions over who was doing it and they have to be careful with some of the types of trees. However, AMM reported that someone from Highland Council Forestry has now been in touch and he will notify parents when he has more information.

Transitions to Primary 1: Due to Covid restrictions, a virtual video will be made and shared with new children and parents/carers coming to the school to limit indoor visits. Outdoors visits will still take place but they will limit the amount of footfall within the school and grounds as much as possible. School will post the video online for new starts to view.

Sports Day: This will now take place on Thursday 3rd June, weather permitting. Unfortunately, no parents/carers will be allowed at this time due to Covid restrictions. Mrs Stevenson is busy planning the sports days which will have an Olympics theme. All children are invited to wear the colours of their

favourite country's flag if they like on the day. Photos will be uploaded to website. If anything changes the school will let us know.

Additional in-service Day: Monday 7th June will be a day off for all pupils but not for staff.

Uniforms: The school asks that parents/carers be mindful that children should be wearing school uniform. This does not need to have the school logo since they can be expensive to purchase. However, green tops and black/dark trouser/skirts should be worn during school term time apart from on dress down days. The school also asked that parents/carers make sure children also have a spare pair of socks and joggers in their bags since the type of grounds we have does mean children often get wet socks and trousers on wet days. Children should also have a pair of indoor shoes. EM asked if it is possible to hand in old school uniform to the school to allow for recycling of items. AMM said that we could do this and the items would be quarantined, sorted and offered at different times of the year.

Covid Restrictions: Reminder that currently no parents/carers should come into the grounds of the school unless arranged by appointment.

Birthday cakes: No birthday cakes should be handed into school at the moment due to Covid restrictions. The School will revisit this when restrictions lift further.

Grounds Work: AMM reported that he was sourcing a fence next to the old boiler house (subject to council approval). This is to enhance safety.

4) Current Fundraising: Benches

EM reported that PC set up a "Go Fund Me" page to help raise the money for the benches in the school grounds which Mrs Stevenson had identified as a priority for PC to fundraise for. Many of the benches have seen better days although some of them might be able to re-purposed and could then be moved into different parts of the school. This would leave the new benches for the children to have their lunch at. EM reported that they have raised £505 currently which would be enough to purchase 4 benches if we can still source benches at cost of £125 each. EM said she was currently getting quotes from different suppliers to make sure we get the best deal. EM asked AMM how they would want to go about installing the benches. There is currently a shortage of wood and therefore benches. This means it is likely the benches would not be able to be purchased and subsequently installed until later in Summer – possibly the school holidays. AMM said to arrange with school about purchase and then delivery etc.

Action: EM to liaise with AMM on the purchase and delivery of benches.

5) Playground Equipment for outside play

Parent Council would like to send a list of items to the school to aid outside play for the children. They would like to ask the school to look over the list and decide what is appropriate.

Friendship Chair: In addition to the list of items for outside play, EM asked about the current "Friendship Chair" and where this is placed currently. It is in the courtyard but feedback from children and parents is that this is not in a good place. It is not in a visible place for a child to be seen. Could it be moved or should PC look to source a new seat which could perhaps be put down in the field? AMM said he would look into this and also mentioned that he is finding out more about what we can and can't do in the field. We need to know exactly who owns it.

Action: EM to liaise with parents on playground equipment and then send list to AMM and he will liaise with Mrs S to allow them both to approve items.

Action: AMM is checking about the ownership of the field and will find out about the friendship chair and best place for it along with the picnic benches. AMM will also liaise with Mrs Stevenson on the positioning of things within the grounds.

6) Policy Documents: Behavioural Policy

AMM reported that he has asked Mulbuie PC to look over the document again to allow us to have one concise document rather than adding an appendix for Ferintosh as was first suggested. Ferintosh PC had not been formed when the document was first reviewed by Mulbuie PC. AMM then went on to feedback on the suggestions that Ferintosh PC have made thus far.

- Rewards and Sanctions – these will not be listed in the document. The list would be exhaustive. Each teacher uses different strategies to get the best from their class and this can change frequently as they try and test methods. If there is an allocated house system this will be in there.

- Worry Box suggestion is being taken forward by Ms Meikle. Some children can't write their name properly so for fairness a system which allows them to pick a card with their name on it is being introduced. They can choose their trusted adult beforehand and then put their card in the box if they wish to speak with a member of staff about something that is worrying them.
- School Pupil Leadership – AMM said he was looking at digital leaders and this will be taken forward. A lot of time is currently being taken up with building up resilience in the children. However, next term they would look to get this up and running. EM asked if this and the leadership program could be explained further because she felt it was not clear to her and maybe other parents/carers at Ferintosh. AMM said that a contract would be signed with parent and pupil so that the pupil will understand what they have to do. He believes it is beneficial for pupils. It will be aimed at all ages but with more responsibility given to older children. When they start to roll this out again then information would be given to parents/carers to allow them to understand it.
- Outside Class & Playground Positive Behaviour – Ferintosh PC have asked that there be a separate section to cover this. AMM reported that due to Highland Council regulations Ferintosh is too small a school to have allocated supervision. However, this being said, the school has arranged for supervision and Mrs Stevenson has timetabled in staff to supervise the playground and that there is usually 2 members of staff around during playtimes. AMM said this will not be in the policy document because this can change and he cannot guarantee the supervision. Serious incidents would not be listed because each incident needs to be dealt with using judgement.
- Supported Playtime and Vulnerable children: AMM said he was not keen to add in these sections due to not wanting to mention individuals but said he would look at it further and he could also link to relevant Highland Council documents.

Summary: AMM said there are a couple of errors in the main policy document he has highlighted to change but believes it to be a thorough document and that everything is covered. He said that he needs to be mindful of privacy and policies that are already there with Highland Council.

Action: AMM will get back to Parent Council after looking over again and with feedback from Mulbuie PC and ASN officer.

7) AOB

Annual General Meeting Date: EM suggested that the AGM be held later in year (November) and to get Constitution amended because PC has not been formed a year yet.

Date of next meeting: To be arranged next term

List of Actions

Action	Description	Responsible Person	Status or Date to be Completed
Action 1	Co-signatory for PC Bank Account	EM/AM	To be progressed
Action 2	Funding Forms for Outdoor Hut	EM/Mrs Stevenson	To be progressed
Action 3	Flag Pole – check in terms of H&S	AMM	For next meeting
Action 4	Pedometers –Options sent to PC	AMM	For next meeting
Action 5	Outside Play Equipment – List to be sent to School	Parent Council	For next meeting
Action 6	Ownership of Field and benches and Friendship chair location to be decided	AMM/Mrs Stevenson	To be progressed
Action 7	Positive Behaviour Policy review	AMM	To be progressed
Action 8	Temporary School Sign – contact Council to find out if it is possible	AM	To be progressed