

CULTS PRIMARY SCHOOL PARENT COUNCIL

ANNUAL GENERAL MEETING

Monday 1st September 2014

Staff Room, Cults Primary School

Attendees:

David MacLure (DMac) Chair, Vannin Bloch (VB) Vice Chair, Katherine Canning (KC), Caroline Johnstone (CJ) Head Teacher, Morven McKay Depute Head (MM), Louisa Dunn (LD), Anna Porter AP), Derek Murray (DM), Sonya Angus (SA), Donna Cuthill (DC), Marie Gilbert (MG), Gill Flett (GF), Michelle Barber (MB), Natalie Shand (NS), Kate Shaw (KS), Micheal Wade (MW), Lynne Bryce (LB), Lisa Fretwell (LF), Iryna Narawy (IN), Lesley Elphinstone (LE), Tiana Walker (TW), Carolyn Oddie (CO), Rene Grobblelaar (RG), Gillian Broadbent (GB), Sonya Angus (SA), Julie Simpson (JS), Craig Swinburn (CS), Anna Louise Owens (AO), Isla Jones (IJ).
Phillippa Smith (PS) Rachel Soplantila (RS) Minutes.

Apologies: Liz Hogan, Kalpa Tan, Tracey Davidson, Hannah Mearns and Julie Baghurst

Agenda items		Action
1.	<u>Welcome and Apologies</u>	DMac
2.	<u>Minutes of previous AGM</u> Previous minutes of the last AGM were confirmed as accepted.	DMac
3.	<u>Chair Report - David Maclure</u> PC AGM - Chair's Report Highlights from year to September 2014 <ol style="list-style-type: none"> 1. Termly Parent Council - throughout the year - presentations on numeracy, internet safety, pupil inclusion. Thanks to Vannin for attending each of these and reporting back for those who couldn't make it. 2. Perimeter Road - Thanks to Anna Porter for continuing to pursue resurfacing/ re-painting, and adoption of the road. Works in progress... 3. Local Development Plan - Thanks to Robert Brew for keeping an eye on this and for Rachel for raising and pursuing the issue of developer funding in relation to the school. More on this in AOB. 4. Additional Support Needs - Thanks to Alison Murray for attending the ASN PC meetings and reporting back. 5. Cycling Proficiency - Thanks to Helen Kennedy and Tracey Davidson for sorting out the cycling proficiency this year. 6. Uniform Policy - Thanks to Rachel for preparing this. 7. Recycling - Thanks again to Louisa and also to June Smith for recycling efforts in the school - printer cartridges et al! 8. Kirk-Brae crossing - Thanks to Louisa, there is now an additional crossing on Kirk-Brae, in a location which is accessible for existing residents of the Abbotshall area as well as new residents from Friarsfield. Thanks for persevering with trying to get same for Ballieswells Rd... 9. Website - launched last term and now available as a key communication link between parents and school. The website was seen as the primary vehicle for addressing a number of issues which parents had when the PC was kicked off again 2 years ago, so it's great that it is now in place. Massive thanks to Tracey Davidson, Derek Murray, Susan Clark and Caroline Johnstone for 	DMac

	<p>persevering with it!</p> <p>10. Thanks to everyone who has been involved with the Parent Council over the last couple of years - we've achieved a lot and it has been down to the hard work of the members of the PC and of the school staff. Special thanks to Vice-Chair, Vannin, to secretaries, Rachel and Philippa and to treasurer, Mike Wade.</p>	
4.	<p><u>Headteacher Report – Caroline Johnstone</u></p> <p>Cults Primary School Head Teacher Report September 2014</p> <p>We have begun the new school year with a school roll of approximately 530 pupils in 19 classes from P1-P7 and 80 nursery places allocated. We are very fortunate to be fully staffed across the school, with a full leadership team comprising: Head Teacher, Depute Head Teacher x 2 and Principle Teachers x 2 now in place</p> <p><u>Updates/Diary Dates/Information</u></p> <p>Anti Bullying Week 17 -21st November Whole school focus and review of policy</p> <p>PTA Reading Challenge after October hols 2014 – March 2015</p> <p>Evening Express Active Schools Vouchers – month of September</p> <p>Perimeter Road Resurfacing – Scheduled for October holidays</p> <p>Pipework Replacement Project – scheduled to begin</p> <p>Changes to Lunchtimes ongoing and being monitored</p> <p>Parents Interviews – Wed 12th/Thu 13th November 4 – 6.30pm</p> <p>Aberdeen City Council Review of Inclusion now concluded. Next stage will be sharing key findings of the report and implementation of the recommendations of the review</p> <p>Some council restructuring is ongoing, particularly around how Children’s Services are organised. Information is available on www.aberdeencity.gov.uk</p> <p>A joint inspection of Children’s Services in Aberdeen will take place during September and October this year, with the final report due in December</p> <p>Dog fouling in the playground is an ongoing problem and there have been a few instances recently of dog mess being found on the grass. We continue to seek ways to communicate to dog owners who do not have a direct connection with the school that this is unacceptable and dangerous and the school grounds must not be used to exercise dogs.</p> <p>Partnership and Communication</p> <ul style="list-style-type: none"> • Working in partnership with the PC we have recently launched a new school website with clear contact details and are adding policies and are in the process of adding information and policies to the site. Our website provides parents/carers with lots of information about the work of the school • Information about the work of individual classes is now regularly communicated through class newsletters, this will be extended to include class blogs over the course of this session. • The school has both an active Parent Council (PC) and a Parent Teacher Association (PTA) who work tirelessly to fundraise for and support the school. The Parent Council have been actively involved in discussing strategic issues and helping to support school improvement as well as 	CJ

becoming involved in local safety issues, such as the location of a new crossing. Large numbers of parents volunteer regularly to help with the running of our library, organise lost property and help in the playground as well as supporting the learning in classes

- Homework Policy. Following extensive consultation, a revised homework policy was implemented from April 2014. This will be monitored and reviewed over the course of this session with an interim review in October 2014.
- We have an established Pupil Council with representatives from P3-7 who work with the younger pupils to ensure their views are represented. The Eco Council has been re-established and pupils have identified a number of other committees they wish to establish within school. We make use of small focus groups of pupils and wider pupil audits. All pupils help plan the learning in their class through mind mapping and target setting. The pupil council have worked to produce a set of pupil aims under the headings of the four capacities.
- A different colour sweatshirt for P7 was introduced following consultation with staff, parents and pupils and has been very well received.

Next Steps

- Work with the Parent Council to further develop the use of the school website as a communication and consultation tool
- Extend opportunities for pupils to be actively involved in leading school improvement and to take on responsibilities in school

Developing curriculum, learning and teaching

- Work to refresh and develop the curriculum has had a significant impact on the quality of learning and teaching at all stages.
- Approaches to the teaching of core literacy and numeracy skills have been reviewed and revised over the past 2 years with a positive impact on attainment across the school. In these areas we will be focussing on the teaching of writing and on problem solving this session and aim to have all changes reflected in revised policies by the end of this session.
- We have reviewed interdisciplinary learning approaches to the delivery of the curriculum across the school and this has supported pupils to steer the direction of their own learning and helped us to provide a broad general education to all pupils. Children are actively engaged in making choices, planning for and leading their own learning.
- Almost all children show increasing confidence in and ownership of their own learning and are active participants in discussion about their learning and peer and self assessment. Pupils have frequent opportunities to share their learning with their peers, other year groups, parents, carers and the wider community.
- With support from the local authority, earlier this year we had new Smartboards installed in all teaching areas and an interactive TV in nursery. Alongside this the purchase of 96 iPads, part funded by the PTA, represents a huge investment in technology and has already begun to be well used. Staff have received training in the use of the new technology and further training is planned across this session. These developments offer fabulous learning and teaching opportunities and we are already seeing the enthusiasm of our senior pupils for extending their learning in this way.
- Work which began to develop opportunities for Outdoor Learning last session and to develop use of our local area resources will be further developed this session. A group of staff and parents have already met with to consider different ways of using the playground space more effectively to meet the needs of all our pupils. A group of children have also been involved in this and we have begun to consider how we can increase pupil access to all areas of the playground even in wet weather.

	<ul style="list-style-type: none"> Centralisation and reorganisation of resources has ensured their best use and new ways of working are becoming embedded in practice. As always this is ongoing. <p><i>Next Steps</i></p> <ul style="list-style-type: none"> Continue to develop effective use of technology, including mobile devices, to support learning, including use of 360 degree safe to help shape a policy on the use of technology throughout school Share and implement ACC Learning and Teaching policy <p>Meeting Learning Needs</p> <ul style="list-style-type: none"> Attainment has increased over time and we make effective use of a range of assessment information to inform improvement. Almost all mainstream children attain in line with, or in excess of national expectations. PIPS and INCAS data indicates that almost all children work to their potential and some exceed expectations. Staff effectively use data to identify barriers to learning and take action to address them, interventions are almost always effective. Effective use of staff development time has led to a sharper focus on implementing Assessment is for Learning (AifL) in classrooms and our school policy and guidance in this area has been reviewed and updated. In short this approach ensures pupils receive timely feedback on their work and what they need to do to improve, rather than a score for their work We have reviewed the management and delivery of support for all pupils across school to ensure most effective use of resources and appropriate, timely targeting of support where it is needed. More pupils now receive regular, planned and effective additional support. A wider range of pupils with additional support needs are now more appropriately included in their mainstream classes, however this is continually under review and we are looking for ways to develop this further. Recognition of pupils achievements in a range of areas both in and out of school is well established through assemblies, good news board, class activities etc <p><i>Next Steps</i></p> <ul style="list-style-type: none"> Review IEP planning process and formats alongside review procedures to ensure most effective practice and best use of resources and develop a Meeting Learning Needs policy as we review the role of ASN/SfL Explore ways of working more effectively with other agencies for early identification of pupil needs and providing support. ACC Inclusion Review. 	
5	<p><u>Treasurer Report – Mike Wade</u></p> <ul style="list-style-type: none"> MW explained how the Parent Council Finances function. Approximately £1 per pupil is allocated to a PC budget from the Aberdeen City Council. MW explained the usage of the budget over the last year which has been minimal except for a sum to cover the initial outlay costs for the new website. A further payment of £1000 towards supporting the purchase of the new Ipads was agreed. It was confirmed that the PC budget could be used to pay for a babysitter for a PC member to attend a meeting or travel for costs. 	MW

6	<p><u>Election of New Members</u></p> <p>New members were elected as follows:</p> <table border="1" data-bbox="225 255 1390 647"> <tr> <td data-bbox="225 255 807 647"> Chairperson – Rachel Soplantila Vice Chair – Sonya Angus Secretary – Phillippa Smith Treasurer – Vannin Bloch Members: Anna Louise Owen Lisa Fretwell Anna Porter Tiana Walker Tracey Davidson </td> <td data-bbox="807 255 1390 647"> Members cont. Louisa Dunn Derek Murray David Maclure Micheal Wade Hannah Mearns Helen Kennedy Alison Murray Kalpa Tan </td> </tr> </table>	Chairperson – Rachel Soplantila Vice Chair – Sonya Angus Secretary – Phillippa Smith Treasurer – Vannin Bloch Members: Anna Louise Owen Lisa Fretwell Anna Porter Tiana Walker Tracey Davidson	Members cont. Louisa Dunn Derek Murray David Maclure Micheal Wade Hannah Mearns Helen Kennedy Alison Murray Kalpa Tan	DMac all PC
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13.	<p>A.O.C.B.</p> <ul style="list-style-type: none"> • Security – A discussion took place regarding access to the inside of the school building. CJ outlined changes and different measures implemented to improved school security. There remained a degree of concern however regarding the playgrounds and the doors. • Clarification was made regarding the bell ringing at 9am. • The current Janitor, Keith is retiring 3rd week of September. There is a new Janitor ready to take over when Keith finishes. • Traffic Management was discussed – Parents are increasingly concerned regarding the amount of traffic and parking on the perimeter road at drop off/pick up times. AP reported that the work on the road and repainting of yellow lines was taking place in October. It was felt that a sub group of the PC to examine the congestion and traffic problems and to explore ways in which we could ensure safety for the children. Anna Porter, Phillippa Smith, Tiana Walker and Anna Louise Owen. It was also suggested that the Pupil Council could do the same and find ways to encourage parents to park and drive safely. • Developer’s Contributions – People were notified that although the details were still unclear, it seems as if the developers who are building houses within the Cults Primary School catchment zone have been requested to provide funds to offset the increased capacity of children within the school. A decision was made to investigate further and to ask Counciller Marie Boulton and if possible, someone from ACC to come to the next meeting to clarify this. • Drainage of the football field was also raised again and possible solutions were discussed. 			
13.	<p><u>DATE & TIME OF NEXT MEETING</u></p> <ul style="list-style-type: none"> • 6th October 2014 Staff Room, Cults Primary School. <p>Any parent of a child at Cults Primary/ Nursery is very welcome to attend any Parent Council meeting.</p> <p>(The Parent Council can be emailed at PCCultsPrimary@aberdeen.npfs.org.uk)</p>			