



## Minutes

### Trinity Primary School Parent Council

Held on Tuesday 5<sup>th</sup> December 2016, 7:30pm

**Present:** Helen Duncan (Chair), Kev Head, Jakub Stojek, Kate Goodall, Christiaan Hofstra, Clare Sharp, Kristin Deeken, Angela Davidson, TPS Head Teacher Jacqueline Scott, TPS Deputy Head Teacher Kirsty Martin, Cllr Chas Booth, Cllr Ellie Bird.

**1. Apologies:** Siobhan Tyrrell, Ben Powell, Colette Woods, Angelica Lorenzo, Karen Stevenson, Kath Kidd, Catriona Regan, Cllr Jim Campbell.

#### **2. Minutes of Meeting of 25 May 2016**

The minutes of 25<sup>th</sup> May were approved following consideration of the matter arising, below.

**P4 music lessons** – issue ongoing as P4 parents whose children had not been selected for lessons report there has still been no communication from the instrumentalists. Jacqueline Scott (JS) has seen a draft letter and thought it had been sent, so will pursue this as she feels it is important the letter comes from them. The difficulties around how to select children for limited opportunities such as this were discussed and it was noted that all P4 children will get ukulele lessons. A further issue was raised around concerns about how a small number of children were selected for a trip to see the RSNO. JS explained this opportunity came up at short notice and a decision was made to offer this to children along SIMD lines but, understandably, communication of that to all parents is something that the school needs to handle sensitively.

#### **3. Correspondence**

*City of Edinburgh Council Budget Challenge* – now open for responses, but Helen Duncan (HD) does not plan to respond on behalf of the Parent Council. Instead HD encouraged all parents to respond as individuals.

*Helen Court / Guidance on screen time* – Helen is a TPS parent and optician who has shared guidance around the impact of screen time, and the positives of being outside, on children's eyesight. It was felt this guidance links well to the school's approach to the outdoors and it will be sent to all parents.

*Locality Meeting* - No one from the Parent Council was able to attend the last meeting and there was a wider discussion around our continued engagement with Locality Meetings. Historically, these have been fairly ad-hoc affairs with no agenda, minutes, actions, etc. which has been a frustration. There is now, however, an agenda in advance and designated minute taker. This development encouraged the Parent Council that continued engagement is worthwhile, but those attending should continue to work towards these meetings being as positive and productive as possible.

*Parentpay* – Mandy Crosbie from City of Edinburgh Council has communicated to us following the previous meeting which she attended. A range of issues were covered.

- Parentpay has now lowered the minimum payment to £1
- The communication sent to parents by Parentpay was shared. HD and Angelica Lorenzo (AL) subsequently fed back that it could be much clearer that the Council (and not the school) has ownership of Parentpay and also that some technical support should come centrally, not all from the school
- A 'trips' module should be added soon, but developments around lunch reporting have been put back
- Looking at the ability to roll over free school meal status, but there remains an issue with P1 children nor being able to order lunches before they start at the school in August

Further discussion around Parentpay followed. Parents rounding up payments in line with the 'pay what you can' ethos is still happening under Parentpay, but JS is sure that it is less common than was the case under a cash-based system. Also, the school continues to absorb the transaction fee and JS will monitor what the financial implication of this has been across one school year to inform future decisions around whether or not to continue with that.

*Jakob Stojek (JSt) / English as an Additional Language (EAL) Teaching* – JSt raised that TPS does not have any EAL provision in place and asked how we might be able to make that available in the future. JS confirmed that we do have an EAL allocation but that a shortage of staff means that the position is unfilled. It was also noted that when the post was filled previously, TPS' allocation was only one half day per fortnight. JSt asked who he should contact about this and was advised to approach the Additional Support for Learning Team. As JSt's ward councillor, Chas Booth undertook to raise this with council staff.

#### **4. Head Teacher's Report**

JS ran through the Head Teacher's report which had been circulated prior to the meeting.

#### **5. School Improvement Plan Update**

The main improvements that the school is working on are on display for all to see and there has been good progress with much of these. Specifically:

- Jigsaws of Learning have been made meaningful and widely accessible, with plans to use these in the classroom in the future
- Been involved in a norming study for the upcoming standardised assessments and clear plans are in place for implementing these for P1, 4 and 7
- Maths Week event for parents planned for next year
- Outdoor living developments are currently on hold until we're clearer about what will happen with the front playground as a result of the new classrooms being built
- Family Support Worker proving very successful with real impacts beginning to be seen
- 2 Nurture Rooms with three staff Nurture trained. Children can self-refer or staff can encourage them to go there. Nurture Groups are now running
- Looking to revamp the Trinity Learner a bit

## **6. Trinity Academy Meeting Report**

TPS Parent Council members and staff, Trinity Academy Parent Council members, council officials and local councillors attended this meeting. From a TPS perspective, issues around building at the back of the school and the potential for increasing use of the park were discussed. The plans to create a new sporting facility at Bangholm for Trinity Academy and to secure funding for masterplanning developments at the Trinity Academy site were also covered.

HD, JS and Kev Head requested that TPS is considered as key to the Trinity Academy masterplan, Strategic Educational Brief, etc. Trinity Academy Parent Council agreed to support our planning application for the new classrooms.

## **7. Rising Rolls Update and Next Steps**

The planning application for the new classrooms is currently open with a closing date of 8/12/17. HD reminded all Parent Council members to comment themselves and to encourage others to do the same. HD will write a formal letter in support of the application from the Parent Council as a whole.

## **8. Education (Scotland) Bill Consultation**

Currently out for consultation. HD not in a position to coordinate a response herself for this deadline and so asked for someone else to take this on if we want to respond as a group. Decision was taken to look at those questions specifically relating to parent councils at our next meeting to facilitate a quick, collective response. Everyone should read the document before the next meeting.

## **9. Online Safety Evening – Tuesday, February 1<sup>st</sup>**

JS will ensure this NSPCC-led event is well publicised from January onwards. Whether to extend the invite to the whole cluster was discussed but the decision was made to just offer internally to TPS in the first instance but that we should offer more widely if the response is not as high as we'd have hoped.

## **10. Accounts**

Christiaan Hofstra gave a short update. Nothing significant to report. All confirmed as in order.

## **11. Communications**

The Parent Council now have a dedicated postbox and are exploring the possibility of having a noticeboard. The decision was taken to retire the Trinity Parents website and instead use the TPS website to store and share important papers, etc.

## **12. AOB**

Kristin Deekin (KD) reported back on **Cycle Friendly Schools**. She had contacted two organisations – iBike and Bikeability – about this. iBike replied saying that they can give advice and some support around initiatives. KD had many ideas about potentially positive developments in this area and JS will put KD in contact with Naomi Hutchison to talk in general terms, possibly engage parents more and think about any new initiatives that could be developed.

## **12. Future dates –**

Next meetings are scheduled for 23<sup>rd</sup> January, 13<sup>th</sup> March and 22<sup>nd</sup> May. All Tuesdays. All 7.30pm.