

## King's Park Parent Council Meeting - Minutes

**Date:** Wednesday 16<sup>th</sup> November 2016

**Time:** 7.00pm

**Place:** King's Park Primary School, Senior Building (Door A)

Agenda Item	Update
Welcome	John welcomed everyone to the meeting and extended this to those parents that were returning or new to the group.
Previous Actions	Jill updated everyone on the previous actions (see below).
PTA Update	<p>John provided an update on behalf of the PTA:</p> <p>The Coffee Morning and Ladies Night were held in the last couple of weeks and both hailed as successes (despite a last minute change of venue for Ladies Night). The Coffee Morning raised over £260. Ladies Night funds TBC.</p> <p>This year's Christmas Card project is progressing with all submissions handed over for creation.</p> <p>Next PTA meeting is being held in school on Monday 28<sup>th</sup> November at 2pm.</p>
Skills for Life Learning & Work in Midlothian	<p>John introduced Matthew McDonald from Midlothian Council.</p> <p>Matthew introduced himself as a researcher for Midlothian Council, who is working on the skills for life and learning in work, which is a 7 year national initiative in its 2<sup>nd</sup> year.</p> <p>The focus is to develop the young workforce and combat youth unemployment. Work has already commenced with high schools and the focus is now on engaging primary schools. The initiative's aim is to develop classroom experiences to include skills for life. After consulting with Head Teachers, the team is focusing on developing partnerships between business and schools, gathering requirements, e.g. funding for transport and immediately accessible information (existing opportunities). They are creating a map of opportunities across Midlothian and are investigating alternative classroom opportunities, e.g. using Skype to reach out to other classes worldwide.</p> <p>Matthew is looking for feedback and suggestions on what else can be included in the project. Some parents offered suggestions, e.g. attending school to help script and perform a play. Links to Edinburgh College and the Dalkeith One intention to start a business forum.</p> <p>Robert enquired about links to Children's University. Matthew confirmed that the project are supporting and encourage business to establish links with Children's University.</p>

<p>School Update</p>	<p>Zoe confirmed that staff changes are in plan to minimise impacts to pupils as staff move in to new, promoted posts. She also confirmed that she, Julie and Gillian are sharing responsibilities to ensure that Arlene's role remains covered in her absence.</p> <p>She confirmed that a visit to the Church had been completed and a letter will be issued soon to confirm all Christmas events, including locations, times, e.g. Nativity (P1 and P2), Sing-along (P3 and P4) and the end of term service (P5, P6 and P7). She also confirmed that Christmas Parties are being planned and details will be included in the communication.</p> <p>Zoe confirmed that Parents' Night had been successful and was well attended.</p> <p>She reminded parents of Literacy &amp; Languages week and confirmed that a letter had already been issued to share the planned events.</p> <p>Zoe shared the fantastic news that the school had been awarded the Gold Sports' Award and that they are only 1 of 2 schools to have achieved this.</p> <p>It was confirmed that Jamie Dougall will take over as the Health, Wellbeing and Attendance representative and will be liaising with the Active Schools' Coordinator.</p> <p>The group then had a short discussion about concerns over retaining staff. Zoe and Jamie reassured the group that the staff are extremely supportive of them in Arlene's absence. It was discussed that any specific concerns need to be proactively raised with the management team and that we should encourage all parents and staff to adopt this approach.</p>
<p>Sub Group Updates</p>	<p>John explained the intention to limit the discussion in quarterly meetings, to general updates. The reason for this is to ensure that progress and momentum doesn't stall and parents continue to make progress outside the PC meetings.</p> <p>Health and Wellbeing:</p> <p>The group are still looking for a 'lead' and Gail confirmed that she would take on this role.</p> <p>The group had received an update on the Pupil Health and Wellbeing group and have confirmed that they will align focuses with them (sports, healthy eating and mindfulness).</p> <p>Actions are focused on the 3 themes and include ideas on enhancing current offerings, e.g. sports offered by Midlothian Council, participation in the Daily Mile, increasing music at all ages etc, and introducing new concepts, e.g. interschool tournaments, new approaches to food provision at school, introduction of drama at school and walking/cycling to school efforts.</p> <p>Jamie suggesting targeting activities to 'Health and Wellbeing Week' in June.</p> <p>Zoe confirmed that PGVs are not required when a teacher is present.</p> <p>Communications:</p> <p>Phil confirmed that the group's focus continues to be on development of a communications strategy.</p> <p>There was a discussion about the clash of KPS' Parents' Evening and the High School Open Night. Zoe confirmed that the school was able to help out those parents who were impacted by re-arranging appointments. As a rep with the high school parent council, Phil agreed to feedback to them.</p> <p>Phil also confirmed the group could do with some additional volunteers.</p> <p>Parental Engagement:</p> <p>Robbie confirmed that the group's aims are exploring making a crèche facility available for evening sessions, development of a parental engagement charter (anyone with examples, please share) and involvement in the creation of the School Standards and Quality Report and the School Improvement Plan next year.</p>

AOB	<p>Robert shared some information about Children's University and asked for parents to be aware and to encourage activities. We all agreed that a 'blog', to be shared via the school website, will help raise awareness.</p> <p>John confirmed the next meeting will be held on Wednesday 8<sup>th</sup> February 2017.</p>
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Actions:

Action Reference	Action	Owner	Date Raised	Review Date
0405-003	<p>Chase Midlothian Council for update on Dalkeith Re-generation/Midlothian Schooling projects</p> <p>27/05/16 (JP): AL has been in touch with the Council and will provide an update at the AGM</p> <p>06/06/16 (JP): Arlene is awaiting an email update from Sandra Banks which will be shared when received - C/F</p> <p>21/09/16 (JP): Still awaiting information - C/F</p> <p>11/11/16 (JP): email sent to Sandra Banks to chase update</p>	<p><del>Arlene Limerick</del> Jillian Phair</p>	04/05/16	<p><del>10/06/2016</del> Next Meeting</p>
2109-002	<p>Share photos/avatars and class lists with Phil (for website updates)</p> <p>14/11/16 (JP): PB advises avatars remain outstanding C/F</p>	<p><del>Arlene Limerick</del> Zoe Orr</p>	21/09/16	Next Meeting
1611-001	Any further ideas of how to develop skills for life in the classroom to be shared with John	ALL	16/11/16	Next Meeting
1611-002	Share feedback about the Parent's Evening/High School Open Night with the High School Parent Council	Phil Bowen	16/11/16	Next Meeting
1611-003	Volunteers required for the Communications Sub Group	ALL	16/11/16	Next Meeting
1611-04	Robert to supply a 'blog' (to Phil) for inclusion on the website	Robert Wilson	16/11/16	Next Meeting