

Parent Council meeting minutes 29 march 23

1. Accounts (Colin): no expenditure in last year. Current balance £910.35. Latest accounts due to be submitted soon and another admin payment of £350 due then. Where do parent councils get money from? Admin payment from council yearly. Grants from local organisations such as supermarkets. CPS parent council pass the full admin payment on to the school. Accounts are being audited now, chair to countersign.
2. Update from Doug and Chris on discussion about communication from the school: we discussed issues that we have experienced with communication with the school and highlighted some suggestions. The end goal of this is to produce a survey to the parent body to find out what the feeling is about communication with the school and highlight areas for improvement/enhancement if applicable, also to guide long term planning.
 - a. Unified communication (comms channels). How you communicate
 - i. One parent receives emails from groupcall (primary contact) it is possible for families to opt in so that both parents/carers get email communication – contact the school by phone or email to arrange this (comelyparkprimaryschool@falkirk.gov.uk)
 - ii. Discussion about the best channels for communication accepting that the school act as a conduit for communication from many channels.
 - b. Content of parental engagement
 - i. Support to home learning
 1. Term plans (will these come out every term for every child to every parent). Suggested improvement – put all these on the app. Can each class have it's own section within the app?
 2. Background info for parents on the methods used to teach phonics and other class content so we can engage at home. Noted that there are lots of resources on the school website:
https://www.comelypark.falkirk.sch.uk/remote_learning/remote_learning.html
 - c. Show/teach parents how to help children at home – family nights? Workshops?
 - d. Up to date info on child's progress at school. Spotlight jotter, parents night are good. Could this be made digital/ Digital spotlight jotter would enable 2-way dialogue parent to teacher communication, real time. Or e-portfolio. To do this would take additional teacher time which is not in abundance, and may require dropping some other communication task to replace it with.
 - e. is desirable for good learning outcomes, for parents to have more direct contact with the class teacher. The school are open to comments and questions from parents at any time by phone or email.
 - f. Action: Doug and Chris to set up a meeting to discuss proposed questions with Ms McLintock and the school team and agree the contents of a parental survey.
3. Update on Woodlands (Neil): A number of years ago the Woodlands Hall and Pitch facility were saved by a partnership between the Parent Council and the Falkirk Football Foundation. If the facility were lost pupils at Comely park may have had to travel to Callendar park for PE lessons. Currently the foundation has 5 board members: 3 from Falkirk Football Trust and 2 from Comely Park parent council. Goal is to retain access to the facility

for the school but remove the requirement for CPS Parent Council members as directors. A new agreement will be drawn up giving the Parent Council oversight of management of the hall but removing the risk to individuals that comes with the position of directorship. This should be resolved by the AGM.

4. AGM: meet on weds 24th May 7pm at Woodlands hall (upstairs) all welcome. Chair treasurer and secretary will be elected at that meeting. Colin will leave treasurer role and Karen will leave chair role this year.
5. Update from the head:
 - a. School improvement plan this year was focussed on learning for sustainability. Curricular evening to update parents on this is 26th April 6:15pm-7:30pm in School?
 - b. More clubs and activities: art club (p1-2), baking club (p3), stem club (p3-4), glee club, country dancing, cross country, football. Country dancing team won first class certificate at Glasgow music festival. Joint first place in Glee competition for Falkirk. Through to next round next term Albert Hall Stirling. Second place in Rotary Club competition for P7s (by half mark). Hopes to win back next session. Euro Quiz P6 pupils got second place. Red nose day: £455 raised.
 - c. Raising money to fit a defib outside woodlands hall. Year groups are hosting social enterprise to raise funds for this. A sponsored run raised £900 towards this cause. The School are making an appeal to parents: they need a qualified electrician to do the installation, does anyone know of someone? Rachael maybe able to help from work. The justification for this comes from the curriculum as being 'responsible citizens' who impact positively on their school community. The primary users of the pitch are the school, parents and local residents. Also as part of this basic first aid training will be given to pupils.
 - d. The Schoolastic book fair raised £800 for books for the school
 - e. PTA bingo evening well attended, raised £420.
 - f. P7s on residential trip at Dalguise ongoing, 5 staff volunteered to go along on this trip. Lots of work involved to safely get 60 children away on a residential trip like this. PTA part funded hoodies and Stirlingshire education grant provided £200 towards the bus.
 - g. Up-coming walk to school event "Beat the Street". Kids will get fobs to touch various points on the walk and collect points.
 - h. 95% attendance at recent parents night. Same as last parents night.
 - i. Working on late arrival at school. Is logged and monthly reports to the local authority on this.
 - j. 74 responses to recent parents night survey which was done only electronically by QR code scanned on the night. Questions around Sumdog – costs the school £2500 per year to have the license.
 - k. New reading books in school: positive feedback from parents
 - l. Fund raising and spending the money earmarked for a new fence. This has been discussed in school and will be passed to PTA and parent council next term.
 - m. Question: does the school nativity play need to be a nativity play and does the Christmas service have to be in a church. Religious and moral education is a requirement of the curriculum. The school celebrates key religious and cultural events including Christmas and Easter. Not all school concerts have a religious connection but the school often sing Christmas carols at the Christmas concert. School would like to reinstitute visits to the mosque which have stopped in the last few years. In P5-7 the school teach Atheism incl big bang and Darwinism.