# Houston Primary School Parent Council Meeting -Monday 24/11/2022

Members Present (apologies for any names and second names missed as I didn’t catch everyone who was attending or all their names from the Zoom Windows– not sure if its possible to get this info from the Zoom call for those actually attending.)

N Barrett, L Doyle, Mrs Murray, J McPherson, L Masterton, C Farquhar, G Donald, A Forsyth   
Mrs Johnstone, L Macleod, K Fowler, LBain, A Shaw, B Prenelle. L Hastings, Amretta, Victoria

New Chair Liona (with Children in Primary 1 & Primary 7) introduced herself and opened the meeting

Liona requested the minutes from the previous meeting to be approved, these were approved and seconded.

Liona continued to say a huge thank you to Nicki on behalf of everyone for everything she has done over the years in supporting the school and all the various committees.

Nicki said a few words in response.

Chair said goodbyes to those stepping down from the Parent Council and confirmed that the following people would be stepping into roles within the Parent council.

* Gemma Donaldson
* Lesley Bain

## Book Club Report

Incredibly busy book club, thought to be because of the novelty of being back after 3 years , and Parents wanting to contribute.

Book club has a brilliant team, very enthusiastic and doing a brilliant job.

Taking up to £200 some lunch times, although need to ensure parents realise that the children do not need to pay all the amount for the book at the one time, they can save for the book they want.

£800 cash sales of books, £200 on Startup Purchases, £125 existing stamp value redeemed.

Travelling book company-> £700 - This is paid into a commission account rolled into one.

This has been a brilliant success and well supported. We are currently processing current orders to get all orders through, no current value as yet, but we should get this very soon.

Its great to be back and thanks to all the Mums and Dads and volunteers.

Author Visit – Skye McKenna (Hedgewitch) very well received. The Kids loved this!

We are also working with the Ginger Cat Childrens Book shop in Kilmacolm.

The book club does really help to provide is commission and it’s great to be able to replace books and buy some new ones as required.

Kids also like to choose new books via the Scholastic commission.

The library rework is due to happen soon, we have taken the designs back to the company, and we are just waiting to hear back on the date for the rework.

Work still needs to be done to go through current books which are there and decide which ones to keep and which ones should go.

Admin Susan Flintoff has highlighted that she would like to step down at the end of this year, however we do potentially have someone willing to take this on, which is great news! We are also happy to have more volunteers to help cut down the shifts which the volunteers are doing, we are managing but are always looking for more people to help .

Liona mentioned that she is aware of a couple of the Primary 1 Mums who would be interested in helping with the Book club.

## UNIFORM REPORT

Laura Masterton confirmed that the Tracksuit Order in September received £3400 in sales with £500 remaining in funds.

Hoodies are once again very popular Primary 7’s very excited to receive these, there were a couple of new starts and they also received theirs. Feedback on these was that they love them.

Primary 1 Jumpers, cardigans quality has been highlighted to the committee as being substandard.

We are very sorry to hear this, we do not know exactly what is wrong with the Jumpers and cardigans, we have asked for information and details, and we are currently awaiting feedback.

Laura asked if anyone hears of any additional issues if they can let her know via email to the uniform committee, or via Facebook – Parent Council. Laura will then try to sort out these issues highlighted.

Additionally, Laura highlighted that the Nursery (Early Years) would like to start the East fundraising, to avoid missing out on potential funds

## EVENTS COMMITTEE REPORT

Laura MacLeod confirmed Houston Primary welcomed the children back for their Halloween disco which was their first in 3years, £1325 was raised which was a great profit. It was great to see all the children enjoying themselves once again.

Christmas Fayre is confirmed for the 1st December 2022, Meeting to be held in the River Inn @ 8pm 15th November 2022 to discuss plans and actions required.

It was the Christmas Card deadline as of today 14th November 2022, everything is going well. Cards will be delivered to the school and the committee will sort and distribute these accordingly.

Feedback received in regards Halloween

* Attendance was great!
* Feedback very positive
* Luckily, we had lots of Helpers.

## TREASURERS REPORT

Kirsty confirmed £7000 check will be provided to Mrs Murray

Leaving £3674.36 balance in the Bank

Will be nice for things to do at the Christmas fayre.

## FEEDBACK from Attendee – Amreeta (including feedback on behalf of other parents)

Events in the Spring – Suggested some events ( didn’t catch what these were unfortunately)

Feedback on Halloween:

* Kids did enjoy it
* Primary 1 Disco was VERY loud!, asking the DJ to turn music down did not make any difference.
* Concern about some children wandering around with Money. – Ideally if parents ensure as was requested that the children have exact money to use on the items on the flashy light stall.
* Some of the younger children did struggle and were quite overwhelmed at the disco, it was suggested that there should be a location for parents to stay and be available should their child be struggling at this type of event.
  + Louise, said that we would look at this and see what can be done.
  + Mrs Johnston confirmed that as there is a limit to the number of Parents who are allowed on site , this would not be possible

## **HEAD TEACHERS REPORT**

Mrs Murray highlighted that she did not think that we had a constitution, and that we need to adhere to this constitution.

It was highlighted that the constitution was actually posted on the HPS Web Site.  
<https://www.houstonprimaryschool.com/uploads/5/3/8/8/53885787/council_constitution.pdf>

Mrs Murray reiterated how nice it was to open the doors to the parents for Parent Interviews, we did offer the option for a Phone call interview, and there was a small uptake for this.

In regards the format of the evening, there was a request for feedback.

* Laura Mcload confirmed in her opinion it worked OK
* Other feedback:
  + Request to have Parent interviews within the Children’s classroom
  + Request to have the children’s reports emailed out to parents.
  + Noise in the main gym hall was very loud.

Mrs Murrays response to the above feedback:

* We are wanting to give parents time to sit and look at their Childs work
* Interviews tend to run closer to time if run in the main gym hall so would prefer to keep this location for the Parent interview.
* Notes read by the teachers during the interview are merely the Teachers notes. Thus will not be sent out.
* The dining hall can be a bit noisy, but not sure what can be done about this.
* We also looked into the idea of having a couple of nights to accommodate the children, however this posed an issue with siblings
* It was highlighted that the format would be very similar to the High School.
* While we can see pros and cons for everything and we do understand, however we wanted to give the Parents time to see their childs work.
  + Louise commented that it was great for her to have times so close to each other.

Mrs Murry confirmed that she and the team did spend a lot of time making sure that parents with multiple children at the school weren’t hanging around too much. Unfortunately, Houston Primary is still limited with options on this.

**The New Library**  
 - For **Meet the Teacher** we had 2 favourite designs on show to enable us to capture a poll, we also looked at the various aspects which people liked in each design.

Hopefully we will get them in early 2023 to begin to install the new Library.

## **Outside Space**

Mrs Johnston looking into Landscaping on the ground of the old nursery, and developing the court yard areas, and she is working with the pupil councils on this.

Mrs Johnston went on to provide feedback received from the pupils on the proposed new library, and also on the courtyard area:

Pupils would like to have the opportunity to have an area to sit and read in the courtyard, and also would be good to have an area to still go out and play even though the weather is not great on the west coast.

Also getting feedback on what to do with the courtyards, to help to get an area for the kids so they can be creative, hopefully providing help with problem solving. Also need to get some storage, Pulley System, Building Materials, guttering, pipes, kids will of course help to source these materials.

It was highlighted that Houston Primary is lucky to have such a nice location based in nature.

It was asked whether it would be possible to cover the courtyard for all weather play?

Feedback on this was that it would be a good to have a covered area in the old area and ideally over time have different areas for outdoor learning.

Pupil council have gone around the classes to gather the info on what they would like to see. We are still looking at this for now.

## **Annual Calendar**

Friday 9th Dec/ Monday 12th > Primary 1 /Primary 2 show – going to try to keep things simple

Noted that Primary 1 is quite large

Nursery show is scheduled for Wednesday 14th December

29th Nov for Christmas light switch on at Houston.

Dress down day – Laura to send out letter on this

8th December- Christmas Jumper day & Christmas Lunch @School – Charity to be identified

Pantomime in School on Tuesday 20th December 2022

Christmas Party 16th Dec P1/P2 – Parties will be located where they are able to have parties due to the limited space we just need to adapt and have parties where possible.

School Roll 538 – Some space, Largest roll we have ever had

Nursery Roll 76 ( Full) all places allocated

P1 Friday AM and Monday PM – Same show Parents will be allocated 2 tickets per show ( Tickets free)

P2 Friday PM and Monday AM – as above for tickets

Potential Easter show also in 2023

Liona fed back that it will be lovely to see the children do a show again.

Any other Business to discuss?

Aileen Shaw confirmed constitution is on the web site.

Mrs Murray will look at this to ensure we are aligning.

Next Meeting is scheduled for Monday 20th February @7:30pm

There was a question raised as to whether it would be possible to get back to school for the next Parent Council meeting, however Mrs Murray relayed that Renfrewshire council are being “funny” about lets right now, so we will still have to have an online Zoom Meeting for the time being.

End of Minutes

Documented by Lesley Bain.

# New staff members

In accordance with the councils Right for Renfrewshire, there has been an overhaul of council staff within the school. The Janitor has now left us prior to the holidays, and we have 1 member of staff Fiona Morrison who will be joining for both Houston Primary School and Houston Primary ELCC, and will act up as Senior operative.

We have also secured another Senior Operative, who is currently working his notice at his current post.

We also have Natalia (didn’t catch 2nd Name) for lunchtimes and have been sent back to us as she is familiar and knows our facility, and she is currently helping with the agency staff.

Mr Scott (Agency COVID-19 Cleaner has gone on to secured another role as a Senior Operative for facilities. We are so pleased for him and wish him all the best in his new role. We offer huge thanks to him for his meticulous COVID-cleaning to keep us all safe.

Mrs Murray confirmed that funding has been secured for new flooring:

* Phase 1: Replacement flooring is now complete  
  This has made such a difference for the P6 and whole area of the library and gallery
* Phase 2: Now planned for summer break, to ensure a proper cleanup before return of staff and pupils.

Per details last time, Houston Primary School and Gryffe High school are part of a pilot study of super-fast broadband in the area. The school will provide feedback to the company. It is hoping it will be turned on for term 3 wherein all pupils can log in at once. The school has been gifted 30 chrome books for taking part.

Mrs Murray detailed that we are still awaiting connection to the “super-fast” broadband and delivery of the Chrome books, however she is hopeful that this will be soon.

Mrs Farquhar has received validated confirmation that Houston Primary School has achieved the [Digital Schools Award](https://www.digitalschoolsawards.co.uk/) (<https://www.digitalschoolsawards.co.uk/> ).   
  
Mrs Farquhar detailed that Houston Primary School had to gather and provide a huge amount of evidence for everything we have been doing to try and achieve this award. We also had to produce additional evidence, and because this was done the meeting with the assessors went very well and they were blown away with everything that we have provided.

Mrs Johnstone added that the sway ?? was fantastic, and that Education Scotland asked to show the sway and council asked if it could be shared with Digital Scotland.

Mrs Farquhar also highlighted that fundraising had assisted us to get all the subscriptions required, and it had been 3yrs so far that we have been working towards gaining this prestigious award.

One thing COVID has enabled us all (pupils, staff and possibly parents) is to achieve greater ICT Skills.

In regards the P7s transitions to high school, Mrs Murray has received confirmation from Mr Johnston and Mrs Brown that the pupils will be able to attend Gryffe High School for some experience in 3 sessions Wednesday, Thursday and Friday.

For the End of Term celebrations for the P7 pupils keeping in mind their bubbles they will have 1 day out per class at the [James Hamilton Heritage Park](https://www.slleisureandculture.co.uk/info/115/james_hamilton_heritage_park) and will be able to have some fun on the water.

Additionally on the 21st /22nd June , as they are currently mixing outdoors we have planned Beach Party. We have designated party planners working on this and this includes some input from the P7 pupils. This will be an outside event to enable them all to be together. Thus we might be looking for additional Gazebos if there is inclement weather. So hopefully this will provide a lasting memory of Primary 7.

Mrs Murray detailed those teachers who have recently had babies (Mrs Adam, with Blair, Mrs ?? with Eilish and Noola and Mrs ??? With Calleigh? ) and we also have a few teachers soon to be going on maternity leave.

Miss Shuster ?? ( ANAS) – last day coming soon ( 1st week June )

Mrs Thompson and Mrs Richardson retire at the end of June 2021, and there are send off’s planned.

Lorraine Brown will be joining us as ANAS. It will be lovely to have her back, as she was heavily involved supporting the school when her boys were attended.

Mrs Murray also detailed that next years classes will be changing, there will be 19 classes   
(15 standard + 4 composite) there will be a complete restructuring, therefore no class will be as it is now. We continue to get enquiries regularly from those moving to the village.

# School Improvement Plans

Staff continue to receive training. We will continue with STEM and Digital, and will continue to upskill on these topics. There is also going to be a Technology Challenge for the P7s.

# Feeback

Elizabeth Lindsay provided feedback on the plans for the P7s end of year celebrations, she said that the kids are ecstatic about plans, and this may be what the pupil opt for going forward.

Nicki concurred with this and said it sounds amazing and looked forward to seeing the pictures from the night. Thanks also for the transition plans.

# School Photos

Mrs Murray confirmed that we are now allowed to bring in a professional photographer. We could take Class photos only there will be no parent helpers allowed at this time. Nicki to Contact Julie Vance again and ask about this year’s photos and Next terms Aug 2021 photos also.

# Finally

No inflatables this year as would require too much sanitizing and is just not workable.  
  
Next Meeting to be confirmed at the start of New term 2021/2021