



## Knightsridge Primary School Parent Council Meeting Minutes

Date: 13<sup>th</sup> March 2024

Agenda item	Minutes	Decision	Action
Welcome and attendees	<b>Introductions:</b>  Jen: Kids in P1 and P7 Stef: Kids in P1 and P5 Laura: Kids in nursery & P7 Jilly: Kids in P6 & P7 Emmie: Manager of Vennie		
Apologies	Kellie		
Minutes of the last meeting – for approval	Last meeting 31.1.24 - Approved		

<p><b>Review progress of action points from previous meeting minutes</b></p>	<p>Mr Potter to upload information about key roles of a parent council on the school website.- Done</p> <p>Jen to edit constitution based on discussion and share DRAFT Codes of Conduct and GDPR Statement with committee members - Done</p> <p>Ensure timely notification and reminders of parent council meetings occur ahead of 13<sup>th</sup> March, 8<sup>th</sup> May and 19<sup>th</sup> June - Done</p> <p>Mr Potter to set up Parent Council section on website - Done</p> <p>Committee members to send any documents that are to be hosted on the website to Mr Potter - Done</p> <p>Collate numbers for Parent Council whatsapp group -Done</p>		
<p><b>Matters arising</b></p>	<p><b>What plans are there for P7 Leavers from now to the end of the year?</b></p> <p>Traditionally, the P7's has an assembly which is in the evening within the last few weeks in June. There will also be a P7 leavers party. Last year this was in Mosswood and was a great success. The school would like to approach Mosswood to host this again. The school require all children to be collected at the end of the night of the party. Last year there was a party bus arranged and it was not clear what children were and were not to go on the bus. This created a possible safeguarding concern, therefore all children must be collected by an adult. A parent of the school has already volunteered to create a balloon arch for the party. Deans primary will host a prep for prom dress shop to promote recycling. There also will be something to mark the childrens last day.</p> <p>The school is looking for ideas for fundraising for the P7 Prom. Ideas shared were an afternoon tea, or showcase performed by the children with tickets on sale to raise funds. Or some raffles on the parents' night.</p> <p><b>How might parent/carers of current P7 parents get involved</b></p>		<p><b>Collect donations and host a raffle at parents evening to raise funds for P7 leavers events.</b></p> <p><b>Consider an afternoon tea or showcase to help raise funds for P7 leavers.</b></p>

	<p><b>or support plans for their children to ensure their final months of Primary School are enjoyable and memorable.</b></p> <p>Parents can get involved with some fundraising for the prom in the form of raffles etc.</p> <p><b>Update on the school building</b></p> <p>There are no contractors left in the building and all the children are back in their classrooms. There is still a lot of unpacking to do and some areas of the school being put together – for example, a sensory room in the infant area.</p>		
<b>Treasurer's/ Financial Report</b>	<b>Not applicable</b>		
<b>Separate items of business (each item is given a different slot on the agenda)</b>	<p><b>Update/feedback on Mrs Piper's work on the positive relationships policy.</b></p> <p>Mrs Piper met with pupils and parents/carers to get input and feedback on the school anti-bullying policy. This was in the planning stage at the last meeting and is now complete. The result is an updated policy that is plain language and on one page. This has been tied in with the school's equality and diversity work which was part of a pilot for Education Scotland. A podcast has been produced as part of this work by children from KPS and will be showcased by Education Scotland. The anti-bullying policy will be formally launched at the parent conference later tomorrow.</p> <p><b>Update/information sharing on work/events being carried out by the school.</b></p> <p>The first parent conference is taking place tomorrow (14<sup>th</sup> March). Pupil Council and Equity Leaders will be part of the event as well as parent employment service, fire service, police, woodland trust, foodbank and other partners of the school.</p>		

	<p>DCHS – Mr Small - Depute Head and lead for transitions is also coming. There will be a digital stall for parent portal to help people get logged on. Information and demonstrations of the school website, curriculum rationale for KPS using a new service design tool.</p> <p>Pupils have been involved in the curriculum rationale and they have told the school they want skills for work and more digital learning. There is also a PEF stall at the parent conference where the school will be sharing how they use their PEF funding. Mrs Kerr shared that some P7's wrote a letter to the head teacher making a request for investment in digital learning for the whole school. This will be actioned and is an example of participatory funding in action. Mrs Kerr was impressed with the persuasive writing skills the children demonstrated in making this request.</p> <p>For people who are unable to come to the conference, the school will consider doing something similar at parents evening and sharing information from partners in a sway or something similar.</p> <p>The school have introduced a meta skills program which has come from skills development Scotland and is designed to prepare people for the world of work. These things are all included in the school improvement plan and will be built upon year on year.</p> <p>Children want dress down days – the next dress down day will be a fundraiser for Breast Friends and Family which was a charity close to Mrs Forrester who sadly passed away recently.</p> <p>We welcomed Emmie from the Vennie to the parent council as a community member. We look forward to working in collaboration with Emmie going forward for the benefit of children in the Knightsridge community.</p>		
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<b>Sub-committee reports (if any)</b>	<b>Not applicable</b>		
<b>Headteacher's report</b>	<b>Not applicable</b>		
<b>Correspondence</b>	New members were invited to a whats app group for the parent council to discuss PC business and plan content of meetings.		
<b>AOCB (Any other competent business)</b>	<p>Assemblies for the whole school are being timetabled. The whole school will be photographed on Friday to celebrate the whole school coming back together.</p> <p>This year is the school's 50<sup>th</sup> year. The school will be looking for some photos and memories from 50 years ago that people may like to share.</p> <p>The last meeting someone raised a question about after school care. The only thing known in the community is simply play, however, they don't pick up from Knightsridge. It was suggested that if enough parents are in need – they could make a request to simply play who may consider expanding their service.</p> <p>Discussed some other ideas to improve accessibility of the parent council for more parents of the school – a suggestion was having hybrid meetings so that some parents unable to make it in person could join online. Mrs Kerr will enquire about the school</p>		Arrange information table for the Parent Council at the next parents evening.

	<p>getting conferencing software to facilitate this.</p> <p>The group also discussed ideas to encourage more people to join the parent council. Suggested having a stall at parents evening to encourage people to come along to the next meeting (as well as selling raffle tickets for leavers' events). Current members were happy to take a turn at this. Parents evening will be the 26<sup>th</sup> and 27<sup>th</sup> March.</p> <p>The next parent council meeting will be Wednesday 8<sup>th</sup> May 6.30pm.</p>		
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