

**Minutes of the meeting of Achahoish Primary School Parent Council held in  
Achahoish School on Monday 11<sup>th</sup> March 2019 at 18.00**

**PRESENT:**

Mr A Stewart (Chair)	Mrs N MacEachern
Mrs L Blake (Head Teacher)	Mr M Johnstone
Mrs A Graham (Principal Teacher)	Mr T Jackson
Ms J Preece	

**WELCOME:** The Chairman welcomed everyone to the meeting and congratulated Mrs Graham on her appointment as permanent Principal Teacher.

**APOLOGIES:** Apologies were received from Mr Jonny Graham, Mrs Marcela Riquelme, Mrs Lynn Johnstone, Mr Chris MacEachern and Mr Jim Davidson.

**MINUTES OF PREVIOUS MEETING:** of 12<sup>th</sup> November 2018 were approved, subject to a correction to the reported total funds held with Clydesdale Bank being £432, not £467.

**MATTERS ARISING:** There were no matters arising that weren't covered on the meeting agenda.

**FINANCES:** JP reported that she had instructed that the TSB account be closed and funds which were held there are in the process of being transferred to Clydesdale Bank.

Status of funds: £528 with Clydesdale Bank and £354 with TSB.

**HEAD TEACHER'S REPORT:** LB spoke to her comprehensive report (attached), which covered the following:

1. Staffing;
2. Update since last meeting;
3. Upcoming events/ activities;
4. Action from School Improvement Plan.

**PARENTAL ENGAGEMENT STRATEGY 2019-2021:** AS advised that he had responded to a consultation on Argyll & Bute Council's Parental Engagement Strategy 2019-2021. The plan is now in place, and attached. This sets out a plan for engagement, including a parent satisfaction survey, after one year, to evaluate the impact of the strategy, when all parents will be afforded the opportunity to provide their feedback.

**PARENT COUNCIL CONFERENCE:** Previously organised for Saturday 1st June but now postponed until September 2019. All parents welcome to attend. Details on September meeting to follow, when available.

**ANY OTHER BUSINESS:** MJ confirmed that "Sports not on the green" would take place this year on 28<sup>th</sup> June, if the Parent Council wished to use the opportunity again for fund raising. AS and JP indicated a willingness to repeat the tattoo stall.

Mrs Graham announced that she would be taking maternity leave from end of 2019. Congratulations Mrs Graham! LB was confident of securing appropriate maternity leave cover for Mrs Graham' absence.

Garden reminder (acknowledged that JP continues to do so much in helping to develop the

garden space and to foster the children's interest in maintaining the garden. Parents support will be required for garden works from time to time).

**DATE OF NEXT MEETING:** Next meeting provisionally arranged for 20<sup>th</sup> May 2019 at the earlier than normal time of 18.00 in Achahoish Primary School.

AAS 28/05/2019

### Staffing

We wish Lorna Button all the best on her new career, as she left Achahoish to follow her dream of opening a B&B in the Lake District. Thank you and all the best to Lorna.

We are delighted to welcome Anna Graham as Principal Teacher /Class Teacher. Anna was successful after a very competitive interview process. Thank you to Alan for his help with the interviews.

Jim Kirkland has started as cleaner/janitor and the school is benefitting greatly from his input. What a difference already!

Mrs Derevyankin is contracted with us until June to cover Anna's non class contact time. She will work Fridays.

### Since last meeting

All children completed a swimming block of lessons with Clachan Primary delivered by Aly Floyd. The swimmers were presented with certificates at the Clachan Primary Pantomime.

We have had three shinty lessons provided by Active school sports and this will continue for two more weeks. The children have responded very well to Ewan's instruction.

Mrs G has been building our commitment to enjoyment and choice in reading with the book exchange and new library area. In November we celebrated our love of reading with a shared learning afternoon. Parents and friends were invited in to share book they enjoy, this was a dress as you please day, and it was great to see so many interesting costumes. On the 7<sup>th</sup> of March we celebrated World Book day with our favourite books and Mrs Gascoigne dressed as a pirate!

The children also enjoyed a trip to the library to take part in a Hogwarts Library afternoon with a sorting hat and fun activities. Clachan joined the Achahoish Children for the magical afternoon.

We had our Rag bag recycling bin delivered at Christmas and we are hoping it will be full enough for an uplift soon- please keep donating! The amount we earn is measured by the weight of the clothing.

Our pupils are representing Achahoish at the Joint pupil council, they hope to raise money with a quiz and then to build relationships with other schools with a sporting event. I am very proud of the confidence showed by our representatives.

Sine we last met we celebrated Christmas, the usual party at the big house was a success. Thank you to Lady Lithgow.

The children treated us to a festive evening of songs and poetry. It was lovely to see the school full of family and friends. Welcoming the community in to join us.

The staff and pupils had a delicious Christmas lunch cooked by Judy and attended by us all including the Rev Carruthers. Judy is doing such a fab job we hope we can hang on to her!

Our planned trip to Glasgow for Celtic Connections had to be abandoned due to bad weather. It turned out to be the correct decision as it was a total white out! I have contacted Celtic Connections to suggest that some education concerts could take place in the afternoons to allow rural schools to attend more easily.

Talking of music we currently have three pupils playing Clarinet and it was great to see Achahoish represented at Fèis last month. It is Fèis again on the 23<sup>rd</sup> please check their website to book a place.

Mark has been joining us for a block of 8 samba drumming lessons. It sounds amazing! The final session will include an opportunity for performance- you are all invited, and I will send the date out when I have it. If you can't make it, then I'm sure Mrs G will film it.

For the February In service, all staff from Clachan and Achahoish joined together for a day of child protection training. The second day was spent in organising resources, planning and moderation.

Last week I took the plunge and booked a window cleaner to tackle the windows. I don't think they had been cleaned since the building was finished and we were getting so we couldn't see out. This cost us £45 for all the windows and the inside of the hall windows. I have taken the money to pay for this from general purpose fund. I hope you are in agreement.

Today we were measured for blinds. This should address our eco credentials by keeping in heat over night, it also will help reduce glare on screens and on work, and provide safety during the holidays. The blinds must be of a specific fire retardant spec and so we had two types to choose from, I went for the more robust. We are waiting for the estimate.

### Up coming

On the 18<sup>th</sup> of April we are planning a beach day with Clachan pupils, a day of exploration, beach cleaning and making friends with other children.

Mrs G is planning a climb Kilimanjaro project where the pupils calculate the distance they would need to run or walk to equal the height of Kilimanjaro. This will prob be done over a four day period.

Mrs G is continuing to attend Child Protection Trainings and Training in Achieving a Level.

We are working on standardised assessments currently and will be administering the SNSA assessments soon to P1,4 and 7. All children re continually assessed and we will be feeding information back to you at our next parents night.

#### Action from School Improvement Plan

From the organiser 'Learning Provision'

Discussion with the parents about assessment, tracking and monitoring and how this links into supporting pupils learning and achievement.

One point in the action plan is to build parental awareness of the schools approach to assessment. We assess using a mix of formal and informal assessment, standardised assessment and professional judgement. Since December we have introduced a new tracking method which will allow better opportunity to moderate approach and share progression. Mrs Graham is attending a training on Achieving a Level which will add to our holistic approach to assessment and moderation. We will be assessing p1,4,and 7 with the SNSA and will invite parents to discuss the results when we get them.

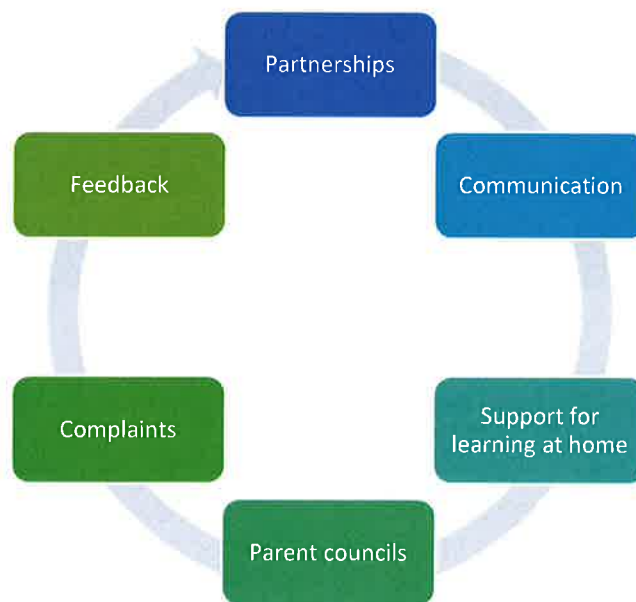
It is important to us that we teach our children that assessment is for learning and that we adequately instruct them on the skills of assessment. Assessment on a daily informal basis, self and peer assessment, regular planned formal assessment and continued professional judgement provide us with a clear picture of each child's progression and next steps.

I strongly value the professional judgement of our teachers.





## Argyll & Bute Council Parental Engagement Strategy 2019-2021



## Introduction by Anne Paterson, Head of Education, Argyll & Bute Council

Our vision, set out in our *Our Children, Their Future*, is that we want Argyll & Bute to be the best place to grow up. We want young people and families to remain in this area, and be attracted to live here. A key part of that vision is to strengthen high quality partnership working and community engagement.

We recognise that most of a child's development takes place outwith our schools and early years' establishments and therefore the role of families and carers is critical to ensuring our children and young people succeed. We want to support families to engage meaningfully in their child's education.

This revised Parental Engagement Strategy<sup>1</sup> was created in consultation with a wide group of stakeholders and reflects our commitment to empower parents to become better involved with our schools and early years' establishments and better engaged with children's learning.

### Key objectives

We have six key objectives for our schools and early years' establishments to support and improve parental engagement and promote family learning.

- ❖ Develop strong partnerships with parents.
- ❖ Promote and support effective communication between schools, early years' establishments and parents.
- ❖ Provide support and encouragement for learning at home.
- ❖ Support and promote the role of Parent Councils.
- ❖ Provide a clear route for parents' concerns and complaints to be resolved.
- ❖ Seek views and respond to feedback from parents about this Strategy.

## 1. Partnerships

We are committed to building and developing strong partnerships with parents.

This means:

- All parents will be welcomed and actively encouraged to become involved with and participate in the life and work of the school and early years' establishment.
- Schools and early years' establishments will make developing partnerships with parents a priority in school improvement plans.

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<sup>1</sup> The Parental Engagement Strategy has been revised in line with; Learning Together, Scotland's national action plan on parental involvement, parental engagement, family learning and learning at home 2018 – 2021. <https://www.gov.scot/publications/learning-together-scotlands-national-action-plan-parental-involvement-parental-engagement/pages/4/>



- Parents will be given opportunities to discuss and agree with school and early years' establishment staff any particular types of support to suit individual parents' needs and circumstances.
- Schools and early years' establishments will identify and reduce potential barriers to parents becoming involved with the life and the work of the school and early years' establishments.
- Parents will have opportunities to contribute to school and early years' establishments' improvement plans and policy development.
- Schools and early years' establishments will be asked to identify a member of staff to help promote and support parental engagement.
- We will seek to involve parents in the work of education committees through the creation of a Parental Engagement Advisory Group comprising of representatives from Parent Councils.
- We will identify a member of the central team to support the work of parental engagement and involvement across all schools and early years' establishments.

## **2. Communication**

We are committed to providing useful information about children's learning and communicating effectively with parents.

This means:

- Schools and early years' establishments will communicate regularly with parents providing relevant and timely information about children's learning.
- Schools and early years' establishments will consult with parents about preferences for methods of communication.
- Schools and early years' establishments will consult with the Parent Council about the ways in which they report to parents on children's learning and progress.
- Non-resident parents will be provided with regular reports on their child's learning as agreed with the Head Teacher or Head of Establishment.

## **3. Learning at home**

We are committed to providing opportunities for parents to share in their child's learning at home.

This means:

- Schools and early years' establishments will work with parents to decide how schools can support learning at home.
- Schools and early years' establishments will signpost parents to ways in which they can get support for family learning in the local community.
- Schools and early years' establishments will develop home learning policies in consultation with pupils, staff and Parent Councils.

## **4. Parent Councils**

We are committed to supporting Parent Councils to ensure that they have sufficient opportunities to be involved with the life and work of the school and early years' establishments.

This means:

- Schools and early years' establishments will seek views of the Parent Council on the development of the school improvement plans and significant school policy development.
- Parent Councils will contribute to the recruitment of senior school staff.
- Parent Councils will be given an annual funding contribution by the local authority to support training.
- Parent Councils will be asked to ensure that they communicate their work to the broader parent forum.
- Parent Councils will be supported to recognise and overcome any barriers to parents becoming involved with the Parent Council.

## 5. Complaints

We are committed to help parents resolve any concerns or issues at the earliest opportunity.

This means:

- Parents can bring any concerns directly to their child's school or early years' establishment and can expect the school or early years' establishment to take steps to resolve the concern within five working days.
- Schools and early years' establishments will provide parents with a staff member to contact to resolve any concerns.
- If any parent is not satisfied with the way their complaint has been responded to, parents can make a formal complaint in terms of the Argyll & Bute Council complaints procedure which can be accessed at <https://www.argyll-bute.gov.uk/do-it-online/comments-and-complaints>

## 6. Feedback

We are committed to seeking the views and opinions of parents about how we are engaging parents in their children's learning.

This means:

- We will consult with parents and representatives of Parent Councils in the creation and review of this Strategy.
- We will consult with the Head Teacher Advisory Group on the creation and review of this Strategy.
- We will provide parents with the opportunity of responding to a Parent Satisfaction Survey on an annual basis from 2020.
- We will review this Strategy every three years taking into consideration the feedback from the Parent Satisfaction Survey and any other representations.

### **Action plan**

- ❖ Communication of this Strategy: a copy of this Strategy will be available to all parents and all schools and early years' establishments by April 2019.
- ❖ Head Teachers and Parent Council Chairs will be asked to ensure that this Strategy is discussed at Parent Council meetings and action taken to implement the key objectives by May 2019.
- ❖ All schools and early years' establishments will be asked to audit and evaluate their existing engagement with parents, Parent Councils and provision of support for family learning by June 2019.
- ❖ All schools and early years' establishments will be asked to develop their own Parental Engagement and Home Family Learning Strategy by December 2019.
- ❖ All schools and early years' establishments will be asked to nominate a member of staff to promote and support parental engagement and family learning by August 2019.
- ❖ A parent satisfaction survey will be sent to all parents to evaluate the impact of this Strategy and to request feedback by June 2020.
- ❖ All schools and early years' establishments will be asked to evaluate the progress and impact of their Parental Engagement and Home Family Learning Strategy by September 2020.
- ❖ This Strategy will be reviewed in March 2021.

