

Fossoway School Council

Notes of meeting Tuesday 31 May 2011.

Present: Craig Timney, Carol Kinghorn, Claire Hewton, C MacKinnon, G Jackson, Caroline Gallacher, L Stirton, Sam Nicholson, Ann Marie Sands, Kate Gillanders.

Attending: L Montford, J Savin, A Gault.

Apologises: Chris Gray, Rashmi Shah

1. Minutes of meeting – 16 May 2011 – notes of meeting accepted and to be posted on FSC website

2. Actions Arising

- Anne Dalziel's paper
CT spoke to AD regarding the expanded version of the Extended Learning and Development Report. AD acknowledged that the expanded report did not formally address FSC's request for a parent friendly version and offered to produce one if necessary. However, given her work pressures this would not be in the near future,. AD offered to come back and address a FSC meeting if required .
- HT response to parental concerns
SN tabled an update to her paper dated 16 May 2011 outlining progress since the last FSC meeting including comments from Anne Dalziel.
A series of parental information evenings have been arranged . NB Kirsty Harker of PKC will be leading a workshop on assessment and reporting on Monday 6th June. SN offered to provide further sessions on assessment if parents still unclear following the workshop on the 6th.

SN explained that the School Development Plan needs to be finalised by the end of June 2011. This is after discussions with PKC , Cluster schools' LMG and Kinross HS to determine priorities. The FSC will be given the opportunity to comment but it is unlikely a draft will be available for comment before mid June. It was agreed that if the plan could be circulated asap after drafting it would be discussed at the next FSC meeting.

There was much discussion regarding the update on the recruitment and selection of staff and agreed that representations should be made by FSC to PKC councillors. A tracking system was suggested to document the dislocation of staff to provide valuable evidence for representations over continuity and permanency of staff.

AP - updated SN paper to be posted on FSC website

AP - FSC to make representation to Perth & Kinross Councillors re current recruitment & selection policies and impact on school.

- School survey analysis
Graphs from the survey now posted on the FSC website. Responses to homework and communication questions have been analysed by relevant subgroups and actions identified.
FSC questions analysed and actions identified – next agenda item
The text boxes from the survey have now been ‘sanitised’ by SN and subject to clarification from P&K legal team will be available for analysis by FSC. It was agreed that general themes would be identified and reported on.
- Music tuition – information now posted on the FSC website

3. FSC procedural subgroup

A subgroup of FSC members met to discuss comments made in the parent survey regarding the FSC. As a result the following actions were proposed.

- The FSC website to be updated and refreshed
AP- CG
- The School Council to be renamed Fossoway Parent Council
- A flyer to be prepared explaining the role of the FSC.
AP CT to draft and circulate for comments, AMS to check flyer content consistent with PKC guidelines.
AP Flyer to be circulated to all pupils and included in the new P1 introductory pack
- FSC members to be present at school fete
- Procedure for agenda items to be included on flyer and on website.
Agenda items submitted via email now to come to all FSC members.

4. Communication with the School and Parent body

- School Council Forum
CG has set up the FSC forum. It is envisaged that it will act as a message board to exchange ideas/ views/ knowledge and help to improve the communication flow between parents, FSC and the school. It requires parents to register and is only open to Fossoway parents. The Forum will be moderated by FSC members. There was considerable discussion over the desirability and need for the Forum particularly given the proposed introduction of GLOW. It was agreed to continue discussions at the next FSC meeting when CG would be able to answer technical questions. In the meantime SN to provide a timescale for introduction of GLOW.
- Group texts
Group texts to be sent advising parents when minutes posted on website and to remind parents of meeting dates.
- New email addresses have been set up for FSC members.
It was noted that 6 families have not supplied email addresses so any communications from the FSC via email or the website should also be printed off and circulated via the relevant pupils.

AOCB

SN to draft a response to a question raised by a parent concerning the number and the school's ability to afford school trips.

AP Response to be placed on the FAQ section of the website.

SN raised the issue of parents coming into the school 'ad hoc'. A protocol regarding school access to be placed on FSC website as a reminder.

AP SN to supply CG with protocol for website.

Date of next meeting

Tuesday 28th June 2011 - 6.00pm