

# MINUTES

## Port Erroll Parent Council Meeting/AGM

**Date / time** Thursday 22<sup>nd</sup> September 2022 | **Meeting called to order by** Debi Thompson (Chair)

**Venue** Port Erroll Primary School

### Welcome and Apologies

Attendees		Apologies
Debi Thompson (Chair)	Donna Findlay	Denise Quirke
Debbie Murray (Secretary)	Ilona Lovie	Lisa Shearer
Julie Forbes (Treasurer)	Rachel Gaunt-Butters	Tara Duncan
Mrs O'Neill (Head Teacher)	Kerrymarie McAllister	Eilidh Smith
Amanda Finnie (Teacher)	Nicola Skinner	
Suzanne Slatford	Abbi Scouller	
Katrina Argo		

### Chairpersons Report

Since the last meeting money was donated to tidy up the garden along the staff car park area, we are delighted that this area is now more appealing to visitors and far easier for the school to upkeep. For fundraising Lucky Squares and a school disco were done. The school disco was very popular, and pupils have requested another one. The parent council also funded: 3d printer, aprons, table covers and selection boxes. The parent council are excited to being back to face to face and look forward to a busy year and to planning some more fundraising events.

### Treasurer's Report

Current available bank balance is £1,358.46. Grant from A/Shire council is due Oct/Nov – expected to be approx. £300.

### Election of New Parent Council

The follow committee roles were allocated:

Chairperson = Debi Thompson (continuation)

Treasurer = Julie Forbes (continuation)

Secretary = Debbie Murray and Donna Findlay (continuation)

Fundraising Coordinator = Kerrymarie McAllister (new)

Ordinary Members = Abbi Scouller, Denise Quirke, Eilidh Smith, Ilona Lovie, Katrina Argo, Lisa Shearer, Rachel Gaunt, Suzanne Slatford, Tara Duncan, and Nicola Skinner.

## School Priorities

For session 2022/2023

- Technology
- Literacy (reading comprehension)
- Play

A pupil friendly version of the school priorities document has been created and shared with pupils via assembly.

## Curriculum Rationale

The school curriculum rationale is in the process of being updated in light of changes over the previous session and planned changes for this session. This will be shared within the next few weeks.

Each school has been allocated a 6 week swimming block (Port Erroll has secured a 7 week block), this has been allocated this session to the P4 class. Due to free transport for young people public transport will be used and all P4 parents have been asked to apply for bus travel card via the parent portal.

## School fundraising

Continuation of PEF (pupil equity fund) into next session has yet to be confirmed. This session the PEF allocation is just under £14k which is a considerable reduction (approx. half) on past sessions. This has been attributed to the PEF allocation being determined by SIMD rather than free school meals (this however is necessary due to nearly all primaries year now receiving free meals as part of Scottish government pledge).

PEF funding is used to fund support for all initiatives as school data does not support a poverty related attainment gap. Part of this sessions PEF has been used to reduce the cost of the P7 residential trip from £425 to £325 for each pupil. Any parent who may find this cost a difficulty has been asked to confidentially get in touch and support will be given (the parent council also echoed that support could be given from parent council funds as it was felt that it was important that no pupil missed out.)

Due the above information regarding PEF, fundraising will be a key priority for the school. Coffee mornings will coincide with dress down Fridays with each class taking a turn of leading – starting with the P7's. These will run from 9am-11am and will be open to the wider community as well as parents and carers.

Christmas Enterprise Coffee morning will also allow for the sale of decorations made by the pupils.

## School access

Still a concern that some parents with dogs are close to the school gates causing an issue for pupils who are scared of dogs. Parent council asked to remind any parents they know that walk their dog at drop off and pick up to stand back from the entry points with their animals.

## Vocation room

This will be situated where the IT suite was previously. The junior leaders have taken on the task of organising this room. The materials for the room include, 3D printer, cricket machine, coding materials, along with arts and crafts.

## Staffing

After interview a preferred candidate for the P2/3 post was identified unfortunately they have since pulled out. It was not possible to appoint the candidate identified as runner up due to the length of time that has passed. The post has now been readvertised and with 26 applicants and 6 interviews previously it should be possible to fill this post.

Miss Fraser the probationer has settled in well and has been a welcomed addition to the team.

## Visitors

Inspectors attended the nursery during the holidays but with only one child present they did not stay and decided they would return during term time. There has however been a number of visitors to the nursery to look at identified good practice; Boddam (focus on play), Clerkhill, and a city primary visited last term and there are plans this session for the Ellon cluster to visit.

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## Fundraising

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Disco will be arranged for next term with a provisional date of Friday 2<sup>nd</sup> December. More information to follow.

Beetle Drive will be planned for Friday 11<sup>th</sup> of November.

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## School Uniform Stall

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Great success again, and stock is still available. School jumper donations are always welcomed. Stall to be set up as part of the coffee mornings to allow easy and regular access.

We are happy to take donations all year round including:

- School jumpers and cardigans
- Trousers, skirts, and dresses
- Polo shirts
- Gym kits
- School bags and pencil cases
- Jackets and winter items such as hats and gloves

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## AOCB

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Dangerous parking is still an issue with a minority of parents. This week, we had two near miss incidents due to cars being parked or stopping on the yellow and zig zag lines at the main entrance. Please can we ask parents, even if you are running late, do not approach the school at speed or park/stop on the yellow lines or zig zag area. The school would rather you were a minute or two late for drop off or pick up rather than approaching at speed and stopping in the non-stopping area. The safety of our pupils is paramount so please think about parking/stopping responsibly to ensure all pupils can leave school in a safe manner.

We worked hard to ensure that we have a safe area for children when arriving and leaving school and we need your help to maintain this. Should you observe any dangerous driving or parking, please either contact the school or email us on [porterrollpc@outlook.com](mailto:porterrollpc@outlook.com) and we can report the incident to the school. All emails will be treated as confidential.

## Out of school club

Still no appointments. Positions have been readvertised.

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## Next Meeting

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The next meeting to be early November - date to be decided.