

Torphichen Parent Council

Torphichen Primary School
The Loan
Torphichen
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Minutes & Actions of Torphichen Primary School Parent Council Meeting 10th November 2020 - 6.30pm

Attendees

Susan Campbell (Chair)	SC	Thea de Joode (Vice Chair)	TJ
Alix McFarlane (Treasurer)	AM	Richard Venters (Secretary)	RV
Marnie Ferguson (Head Teacher)	MF	Laura Gallagher (Principal Teacher)	LJ
Catherine Murray	CM	Stephanie Sage	SS
Anna Thompson	AT	Dan Rosenfeld	DR
Gill Young	GY	Claire Conchie	CC
Sarah McMonagle	SM	Julia Miller	JM

Apologies

Moira Gault	
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1. Introductions & Apologies

- SC welcomed all attendees and apologies were stated per above

2. Minutes & actions from last meeting

- The minutes from the previous meeting were approved and actions updated on.
- By way of an update; 23/01-01 and 12/02-01 – these remain open and are still being scoped and costs by staff and the Parent Council, Mrs Telfer has now shared some ideas with MF who in turn will share with SC for discussion. The Council are due to provide information regarding where these spaces can be located within the school grounds to meet H&S requirements and have confirmed that they will support building work. 12/02-02 remains open and a new fundraising meeting (possibly virtual) will be organised. 28/09-01SC has undertaken some work looking at the pros and cons of applying for charitable status and will circulate a summary shortly allowing more informed discussion at our next meeting.

3. Headteacher's Report

- COVID impact - MF advised that, in line with the rest of West Lothian area, the school have now adopted a Tier 3 set of guidelines within the school. In reality this isn't requiring too much of a change for staff or students as the school had been adopting a thorough response to date, but teachers are now wearing masks more in communal areas and using them when interacting with children if the interaction is at all prolonged ie more than a few mins. The school will continue to restrict access to the school by third parties wherever possible including asking P1/P2 parents to drop children off at the gate, this seems to be being well respected and the school extend their thanks to parents for this.

- MF extended her thanks to the parents that participated in the recent Agile learning exercise, the results of which will be shared with those parents imminently. As per previous mins, this approach to learning is encouraging the school and students to consider the extent to which the skills being taught in school are preparing the children for life in the 21st century and also look at adopting different methods of teaching. A link to an interesting TedTalk that poses the interesting question as to whether 'Schools are Killing Creativity' will be shared by MF to TPC and shared via Facebook page for anyone interested in viewing.
- Christmas; 1) whilst, per previous mins, singing is not currently permitted within school which has meant it is not possible to run a full school show, MF was pleased to confirm that the P1/P2 class will be able to enjoy a nativity this year, albeit one without singing; 2) the school have tentatively booked a livestream pantomime for the children to enjoy this year (15th December) with additional spaces booked to enable any children absent from school (perhaps because of having to self-isolate) to stream this from home; 3) the Church have been in touch and are looking to team up with the school when sending out Christmas Carols each week to local residents, with the school providing artwork to sit alongside the lyrics; 4) whilst the normal school fayre will not be possible this year, the children are still working on Enterprise projects this year, but these will be sold online when ready; 5) Parent volunteers are requested to become Santa for the day, where school will be asking for Santa to appear virtually to speak to the P1/P2 children – please let the school or SC know if you are available/able to support.

Fundraising Report/Forthcoming Events:

- Whilst there remains an outstanding action to organise a fundraising committee meeting to look at future events and ideas, there has been plenty of activity since our last meeting, with five different events planned and/or run since the time of our last meeting;
 - 1) Dress Down Day which raised £61;
 - 2) Xmas Cards – thanks go to Suzanne Parry John for organising – amount raised to be shared at our next meeting;
 - 3) Bags 2 School – over 342kg of clothing sent in to the school which raised £112 for TPC funds, a fantastic result with thanks to all parents who participated;
 - 4) Halloween Trail – a first time run out for this event, which was met with much enthusiasm by the village, despite the weather being somewhat unkind – this raised a fantastic £210 and our thanks go to TdJ for leading the organising of this;
 - 5) a Xmas tombola to be run by TPC as part of the Torphichen Inn's virtual x-mas fayre – donations of bottles of all sorts much appreciated, please contact SC or TdJ with regard to dropping these off. Amount raised to be shared at our next meeting
- Per our last meeting its worth noting that we are still looking to appoint someone (or more than one person) to act as a Grants coordinator to try and secure funds from businesses, grant making bodies and charities to support our efforts. If you have any interest in exploring this further, please let SC know. In the interim SC has now applied to Tesco in support of our outdoor learning project and an update on the success of this will be provided at the next meeting.
- In terms of what we are fundraising for – we had been working with the school, prior to COVID, on a wishlist of items at the top of which was a new projector. This has been reassessed in the current environment and more priority is now being given to outdoor learning support. As such the school and TPC are looking at what can be acquired to incorporate outdoor shelter and/or learning spaces, new sheds, tools for the pupils to begin learning with. This will be discussed further at the next TPC meeting.

4. Financial Report:

- The Council accounts have seen funds in over the period since August of £472, which especially in view of ongoing COVID related restrictions. Much of the inflows are described above, though we have also seen funds generated from the thrift shop (£102 YTD)
- The balance being carried in TPC bank account sits at £3,899.43

5. AOB:

- A query was raised by GY as to whether the school requires more footballs for the playground as there are funds available from the football club to meet this need if so, MF to revert

- SM raised a query around whether the school might have room for trees to be planted by the children as packs are available from the Woodland Trust and it might be a good activity for the kids to undertake – MF will look into this though the issues are likely to be around space/proximity to school building, neighbouring residences etc
- AT/DR both raised points around some staff changes, where the imminent departure of Mrs Lawson, the increased hours of Mrs Anderson and the part time arrival of Ms Wilkes has created something of a sense of unfamiliarity for parents – it was suggested that some form of virtual introduction might be made to thee staff members, perhaps even in interview style by the children and shared with parents would be possible. SMF agreed this looked like a good idea, will consider, discuss with staff and revert.
- SC – raised again the point noted in the last meeting that to ensure the orderly continuation of TPC in its current format we need to ensure successors to the four offices are found- there has been one volunteer to date but more are needed so please do reach out to any of us if you'd like to ask questions as to what's involved, how much time it absorbs etc

- Next meeting is scheduled for Wednesday 10th February 2021 at 6.30pm –to be held virtually

Existing Actions

12/02-01	AT to begin sourcing more detailed costings for Outdoor Classroom project and to feed these into TdJ/JY to allow them to complete grant application forms etc	Ongoing	Open	LT/TdJ/JY
12/02/02	Next fundraising meeting to be organised and advised via Facebook page		Open	TdJ
28/09-01	TPC to assess the benefits and obstacles to applying for charitable status		Open	SC

New Actions

Action Ref	Action Details	Action update	Status	Owner