



Portlethen Parent Partnership Meeting Minutes

VENUE:	Staff Room, Portlethen Primary School		
TIME:	6.30pm	DATE:	29 October 2015
ATTENDEES:	<p>Ian Bruce (Chair), Judy Mathieson (Treasurer), Terri Taylor (Secretary), Nicola Brownie, Nicola Garrod and Anne Hingston</p> <p>Teaching staff: Sandra McKechnie, Elaine Thornton, Laura Watson and Kirsti Colligan</p>		
APOLOGIES:	Councillor Alison Evison, Jennifer Garnes, Hannah Polson, Steph Moir and Debbie Mann		

		ACTION	DUE BY
1	<p>Actions carried forward from 29 September 2015:</p> <p>It was agreed that a small plaque for the Giraffe and baby with their names, the name of the winner and date they were named would be purchased and attached to the carving.</p>	PIP member	Next meeting
2	<p>Matters arising:</p> <p><u>Presentation of parent poll</u></p> <p>Mrs McKechnie presented the findings from the parent poll which ran from June to September. The response rate was half of the same response received for 2014, there were 57 responses, an eighth of the parent population.</p> <p>The poll results will be made available on the website.</p> <p><u>PE Teacher</u></p> <p>A concern had been raised about the lack of a PE Teacher. Mrs McKechnie advised that Mr. Waz is part of specialist teaching team which supports the cluster and we have not had his services for the last 2 terms. Every class teacher at primary is qualified to teach PE from ages 3 to 12 as part of the Curriculum for Excellence and every child gets their allocated PE needed per week. They are working to the same curriculum level and same depth of experience. It was noted that it is becoming less and less common to have a PE specialist within the cluster and that this is starting to be phased out</p>		



Portlethen Parent Partnership

Meeting Minutes

		ACTION	DUE BY
	by the council. Teachers were asked if they wished to develop their expertise in other areas and are allowed to come out of normal teaching to do so.		
3	<p><u>Headteacher Update</u></p> <p>The teachers will be taking part in Big Writing during one of the In Service Days in November. There will be 108 delegates coming to the school, some will be from out with the cluster, to undertake training. Following this the Big Writing programme will be introduced to the school.</p> <p>There will also be a training day for Restorative Practice which will enhance the approach to behaviour management whilst some other staff are undertaking a Maths Group.</p> <p>It was noted that following the notification from our Quality Officers, a large proportion of the available funding for in school improvements will be spent on the gym hall.</p> <p>The school now has a new Support for Learning teacher and a new Nursery teacher.</p>		
4	<p><u>Pupil Council</u></p> <p>All members have been given an area of the school to look at and to carry out a child's risk assessment. Suggestion boxes have been designed.</p>		
5	<p><u>Project Update</u></p> <p><u>Playground Improvements</u></p> <p>There was a visit from Bill Highman from Aberdeenshire Council who discussed refurbishment of the existing equipment. The trim trail we have is useable and is to be refurbished with the connecting bits to be replaced as well as it being re-stained. This should save a considerable amount of funding required for the refurbishment at the rear of the school. The wooden house is to be re-stained and</p>		



Portlethen Parent Partnership Meeting Minutes

		ACTION	DUE BY
	<p>stabilised and the bridge will have the sections replaced. We have also received 10 new benches.</p> <p>There is to be a new Community Sports Hub established within Portlethen which will support all local sporting groups, it is expected that this will help with receiving funding for the MUGA. Their next meeting will take place on 25 November at 7pm.</p> <p>The comments from the playground survey were discussed. It was noted that there were a few comments regarding spending the money which has already been raised to carry out some work within the playground. We need to be responsible with the money raised and to do it in bits would mean the cost of the project would escalate. If we order in big quantities we will receive greater discount, if we don't then we need more funding to complete the project overall. We also require the money raised to be held to help with being successful in receiving grants and funding as a lot of these require proof that we have funds already raised.</p> <p>There will be a Nearly New Sale at Portlethen Academy on Saturday 7 November from 10am to 2pm. There will be a PIP stall, refreshments and entertainment for the children. Entry to the event is free, stall holders pay £10 for their stall.</p> <p><u>Fundraising / Grant Updates</u></p> <p>We are still waiting on feedback from the Mickle Creue application submitted.</p> <p>We are still waiting on feedback from the ASDA application submitted.</p> <p>Application has now been completed for the RUBY funding for Stewart Milne. We are asking for full funding for the rear of the school.</p>		
6	<p><u>Treasurers Update</u></p> <p>The PIP bank account currently sits at £23,700, There is still £700 outstanding, £200 for the ASDA green tokens and £500 from the Co-op.</p> <p>£2,882 was raised in total for the school Jazzercise event. The Dons</p>		



Portlethen Parent Partnership

Meeting Minutes

		ACTION	DUE BY
	<p>Day Out raised £482.50. The Golf Tournament raised £280. We are to receive a further £200 from ASDA on top of the green token money.</p> <p>The PPP account currently sits at £585.</p> <p>We are changing bank account from the Royal Bank to Bank of Scotland to allow for online banking.</p>		
7	<p><u>AOB</u></p> <p>It was noted from Councillor Evison that the green space opposite the school has been highlighted to Landscape Services and our request submitted, however the school renovations will take priority over this.</p> <p>Next meeting is arranged for Monday 23 November at 6.30pm in the staff room.</p>		