



Crown Primary School Parent Council Meeting
Tuesday, 27 April 2021 at 6.30pm

Present: Ian Macdonald, Amy Cameron, Louise Megson, Claire Boyd, Paul Rodden, Bev Douglas, Susan Catto

Apologies: Angela Jack

Item	Minute
1.0	Welcome and apologies
	<p>Chair welcomed all to the fourth meeting of the academic year.</p> <p>Chair, as standard, confirmed virtual meeting procedure to attendees that the meeting is not being recorded and only normal written minutes are being taken by the Secretary.</p>
2.0	Approval of draft minute January 2021 meeting
	<p>Proposed and seconded by members.</p>
3.0	Matters arising
	<p>Nursery and ELC expansion update will be covered under item 6.0.</p> <p>Parent Engagement including parents' evenings and reports will be covered under item 5.0.</p>
4.0	Chair update
	<p>Chair continued to liaise with the school regarding parental engagement and Parents' Evenings since January's meeting.</p> <p>Chair attended various Highland Parent Council Forum meetings and circulated minutes to the Parent Council and posted to the school blog for the attention of the wider parent forum.</p> <p>The Parent Council Annual General Meeting in August 2021 marks two years in post for the current committee members. Current Chair notified the Parent Council of intention to stand down during August's AGM so a new Chair will be required.</p> <p>Parent Council committee and Parent Council members have been asked to consider if they wish to remain as members of the Parent Council and / or committee members and this will be confirmed at August's AGM.</p>



	<p>Chair will continue to populate the blog with relevant links and resources such as the Parent Council constitution and finish the process of reaching out to existing families with a welcome message from the Parent Council as a way to publicise the activities of the Parent Council and welcome new volunteers.</p> <p>It was noted that Parent Council class representatives have not yet been taken forward but hopefully this can be progressed with effect from August 2021 subject to COVID-19.</p>
5.0	Parents' Evenings and Reports
	<p>This matter was discussed at length during January's meeting. Nursery and P1-3 Parents' Evenings have now been completed and P4 -7 are happening this week.</p> <p>Please refer to item 6.0 for Acting Head Teacher update.</p>
6.0	Acting Head Teacher's Report
	<p><i>Acting Head Teacher's Report for Parent Council, April 2021</i></p> <p>Return to in-school Learning</p> <p>We are continuing with our recovery curriculum as detailed in our School Improvement Plan, with an eye on next session in terms of being able to provide the full curriculum entitlements for each year group from August, Covid allowing:</p> <ul style="list-style-type: none"> ● Principles of Curriculum for Excellence focussing on the 4 capacities; ● A strong focus on children's mental health and well-being, and engagement; this includes mindfulness, play based learning outdoors throughout the school, and local context based learning wherever possible. <ul style="list-style-type: none"> ● We are now able to have parent helpers on very local trips beyond the school gates and P6 trips have been rescheduled to after 10th May. ● P7 transition is mostly virtual although Millburn staff are visiting regularly; they will have a live prize giving in school and their leavers assembly will be Netflix style similar to last year and will be shared with parents <ul style="list-style-type: none"> ● We are reintroducing Houses as an additional way of building community and to add an extra dimension to whole school events such as sports day. Our new House Captains have been announced after completing an application form and they will continue their role in P7. <ul style="list-style-type: none"> ● Assessment of retention and consolidation of remote learning is underway for



reading, writing, spelling and numeracy - these assessments will inform interventions planned by class teachers. In P6-7 the classes will also be supported by our ASG recovery teacher who will be with us 2 days per week.

- Our focus on promoting and developing skills for life, learning and work continues this term with an increased focus on pupil voice and leadership opportunities.
- We have compiled a Parents Guide to the Curriculum at Crown, a live document which explains the totality of the curriculum - shared for feedback.

Parent Engagement

P1-3 parent appointments took place during the second last week of term and were well attended (89% of pupils represented) with only a few technical hitches. P4-7 appointments are at 73% as of today.

We have received a report format for our June reports from Highland Council and these will be similar to the “short format” reports that were used in the 2018-19 session. The parent guidance letter that accompanies the report makes reference to profiles and for those classes who would normally have built a paper-based profile folder throughout the year we will provide a “snapshot” profile with evidence of childrens’ “latest and best” work in literacy and numeracy. The exact format of this will be agreed during the in-service on 6th May.

Over the past year parent engagement has understandably had to adapt, although we continued with termly overviews and weekly class blog posts throughout. We would like to hear families’ views on how best to enhance what we currently offer. We do plan to offer drop-ins once again although these will need to be virtual for now.

Nursery and ELC expansion

We are obliged to provide up to 1140 fully funded hours from August 2021. The build programme for our new nursery was due to commence on 26th April but will be delayed until comments from Building Control have been issued and addressed where necessary.

Therefore we have a “plan B” in place to utilise a classroom within the school to provide extra capacity on a temporary basis; the relevant application (variation) to Care Inspectorate has been made and a parent consultation regarding demand for hours is in process.



7.0	Treasurer report
	Balance is currently £7,300.
8.0	Any other business
	None
9.0	Date and time of next meeting
	<p>Tuesday 24 August 2021 at 6.30pm. The Annual General Meeting (AGM) will be held at 6.30pm followed directly by the first Parent Council meeting of the 2021/22 academic year.</p> <p>Assumed using Microsoft Team rather than in-person.</p>