

Minutes of St. Joseph's Parent Council

Held on Monday 14th January 2013

Within St. Joseph's School

PRESENT

Ms. A. McFeat	Acting Headteacher
Gordon McIntosh	Chairperson
Tony Grundy	Vice Chairperson
Mrs. Cruse	Treasurer
Father Kevin	Church Representative
Mrs. Anthony	
Clare Finlay	Secretary

APOLOGIES

Audrey Young
Karen Thomson

MINUTES OF PREVIOUS MEETING

These were accepted and approved as accurate.

MATTERS ARISING

- a) Car Park: Gordon advised that despite the Estates Department filling in the holes, the car park had deteriorated again to the point that it was only a matter of time before accident or injury to a pupil or parent. The car park would only be fully utilised, and help relieve the parking issues at the school, when proper drainage and surfacing took place. This will remain on the minutes and monitored. Councillor Gow may be asked for help in the near future again.
- b) Narrow Footpath: Gordon reported that a recent council update unfortunately reported no progress, again. Land negotiations are still on-going with Mr Denholm, and if no agreement can be reached the Council would start Compulsory Purchase Order (CPO) procedures. The CPO procedure is lengthy and not guaranteed. The Council report that the footpath widening project can only be taken forward on successful completion of land negotiations (voluntary or CPO). Gordon agreed to write to Mr Denholm and put forward the concerns from the Parent Council, in an effort to moving the project on.

The feasibility study performed by the Council regarding a pedestrian refuge island opposite the car park was reported as inconclusive. Gordon questioned the statement and obtained the results of the survey, which took place on May 9th 2012. The survey measured foot traffic at St Josephs School crossing and at St Joseph Church for a 10 hour period. Outside St Josephs school registered 18 pedestrians Northbound and 54 Southbound. Outside the Church registered 23 Northbound and 38 Southbound.

The Council stated that a general Land Meeting was to be held this week and both items, pavement widening and pedestrian refuge island would be discussed. Gordon would continue to progress and report to the next meeting.

- c) Illegal Parking: Gordon reported that the Traffic Regulation Order, to extend the yellow lines outside the school entrance by 10 metres each side, was progressing and at last update would come into effect on January 10th, after which the extended yellow lines would be installed outside the school entrance, weather permitting. As previously discussed this would not affect the school bus. If illegal parking persists the Parent Council will contact the police.
- d) School Extension: Miss McFeat reported that the school extension was, to the best of her knowledge, still planned for design in session 2013-14 and build in session 2014-15. Gordon agreed to write to Crawford Campbell and attempt to gain more information regarding the timescale and construction of the extension. Gordon also agreed to discuss the extension with other Parent Councils and gain their experience.
- e) Solar Film: Miss McFeat stated that she had approached the Council who had obtained a quotation for Solar Film to be installed on the upstairs skylights of £1937.50 plus VAT. At this time the Council would not subsidise the purchase and if required would need to be funded by the PTA. Everyone agreed that this purchase would be premature given that the extension construction may alter the building structure and render the Solar Film a waste of valuable funds.
- f) Drain issue on main road: Gordon reported that the replacement of the drain on the main road outside the school, to prevent puddles, was also being held up by the land dispute with Mr Denholm, as the drain discharges into the field opposite. Gordon agreed to mention our concerns regarding the drain in the letter to Mr Denholm.

CORRESPONDENCE

PE Lessons: Gordon stated that an email had been received from a parent concerned that their child's PE lesson was occasionally being spent in class doing academic work and not physical activity. The parent also reported that the National average for achieving two hours activity is 84% but Falkirk Council are the lowest performing authority at 55%. The email was received in September and discussed with Miss McFeat at the time, and a reply sent to the parent, but this was the first regular meeting at which the concern could be recorded.

Miss McFeat had, since the concern was raised; made changes to the PE timetable to increase the participation of the children in PE, see Appendix A.

Miss McFeat also reported that Falkirk Council had appointed a number of PE specialists who would visit schools, examine their facilities and structure, then recommend changes to achieve the recommended PE quota. St Josephs will receive a visit from the PE specialists and their findings will be reported at the next meeting.

In general it was felt by the Parent Council that the facilities within the school had a significant effect on the ability of St Josephs to deliver the prescribed 2 hours of PE. The Parent Council strongly believed that a separate games hall and changing rooms would improve the overall PE performance and experience for the children. At present the children are being forced to change in the class rooms or toilets which is unsatisfactory, especially with the older children. The need for additional facilities would be kept in mind when the extension is planned.

Education Appeals Committee: Miss McFeat produced an email regarding the Education Appeals Committee. The committee was established to consider appeals relating to the refusal of placing requests and exclusions from school. St Josephs Parent Council were requested to provide a member that would sit in the appeals committee, Tony Grundy, Vice Chair volunteered, and his details will be passed on by Miss McFeat.

OTHER BUSINESS

Head Teacher Interviews: Gordon explained that the Head Teacher Interviews in November had not progressed due to lack of applicants. The interview process comprises of three stages, the first two attended by the Chair or nominee, the third by the Chair / nominee and up to three parents with children at the school. Gordon stated that the job would be re-advertised and he would keep the Parent Council up to date with progress by email.

Parent Council Update: Gordon circulated a handout sent by Dianne Cherry, dated 11/01/13, outlining training courses from January to March 2013, see appendix B. Anyone interested in attending any of the events or sessions should apply directly and report their experience at the next meeting.

Secretary: Gordon reported that since the resignation of Agnes he was still searching for a Secretary. Clare Finlay volunteered to act as Secretary which was accepted by everyone.

DATE OF NEXT MEETING

Monday 29th April at 7.30 p.m. within the School.

Actions

- 1) Gordon to write to Mr Denholm regarding pavement widening and drain replacement
- 2) Gordon to write to Crawford Campbell regarding school extension
- 3) Gordon to communicate with other Parent Councils regarding extensions

1. The Scottish Government surveyed the 32 local authorities in May 2012 on the provision of 2 hours quality P.E. lessons for all pupils. The Scottish Average for primary schools meeting the target was 84% while for Falkirk it was 55%.
2. All schools are required to meet the provision by June 2014.
3. Falkirk Council has set up a mobilisation team to develop a task brief to meet the target and have seconded 3 specialist staff to assist schools to support implementation of the 2 hour requirement.
4. The secondees are going to meet with individual schools to view their practice and plan support. This could be modelling learning, taking learning outdoors, providing P.E. programmes, identifying provision in the community etc.
5. When the data for St. Joseph's was collected in June 2012 it was:

P1 – 45 mins
P2 – 60 mins
P3 – 45 mins
P4 – 105 mins
P5 – 105 mins
P6 – 120 mins
P7 – 120 mins

6. Since August I have been working towards meeting the target and the data now stands at:

P1 – 105 mins
P2 – 105 mins
P3 – 105 mins
P4 – 120 mins
P5 – 120 mins
P6 – 105 mins
P7 – 105 mins

I have spoken with Falkirk Council with regard to facilities i.e. lunch hall/gym hall, playground surfaces and welcome the support of the secondees to evaluate our practice and assist us as we work towards meeting the target.

Parent Council / PTA Update

From: **Speed, Lorraine** (lorraine.speed@falkirk.gov.uk) 
Sent: 11 January 2013 13:51:30
To: Speed, Lorraine (lorraine.speed@falkirk.gov.uk)
 1 attachment
PC - PTA Training - Info Session Schedule Jan - Mar 2013.docx (13.1 KB)

Hello all and welcome back to the new term!

Please share this information with your Parent Council / PTA / parents group and relevant staff in your school / nursery.

Parent Council Training / Information Sessions – January – April 2013

Please find attached a schedule of Parent Council / PTA information and training sessions coming up in the next three months. As usual, please let me know if you, any of your members or, in the case of the Council-wide Parents Information Session, you would like to attend any of them. I'll confirm any outstanding details in a future update.

Parent Council / PTA Constitutions Session – 30th January, Bothkennar Primary School, Skinflats – 6.30pm start

Many thanks to Bothkennar Primary School Parent Council for suggesting and agreeing to host this session on Parent Council and PTA constitutions. Parent Councils have a responsibility to periodically review their constitutions and revise them if necessary.

Basically, I will go through an outline PC / PTA constitution and make suggestions for updates or amendments that may be helpful when you are revising yours. To attend this session – e-mail education.communications@falkirk.gov.uk. Please let me know if you have any access or communication needs.

Parents Information Session – 5th March - Education Services Budget

Gary Greenhorn, Head of Educational Resources will lead this information session on the 5th of March starting at 7pm in Camelon Education Centre, Abercrombie Street, Camelon. This session will last around two hours, with a break for tea and coffee, is open to all parents and will explain how the Education Services Budget is set with time for a question and answer session. In the past, this session has been quite popular because it is such an important topic, so please put your name down to attend and encourage others to do so as soon as possible. We plan to send out budget information papers attached to a future PC / PTA update e-mail prior to the session. To attend this session – e-mail education.communications@falkirk.gov.uk. Please let us know if you have any access or

communication needs.

The following messages have been circulated on behalf of Margaret Leitch, NPFS rep for Falkirk (National Parent Forum Scotland)

NPFS Representation

As you know, I am the Falkirk parent rep on the NPFS. It is a role I enjoy and one that I wish to continue. However, I have a young family and can only spare a certain amount of time to carry out this role so I would be more than happy if someone else wanted to share it with me. We could go to alternate meetings (there are only about 4 a year anyway) and also jointly collect the views of parents in the Falkirk area that we can then feed in nationally. It is important that Falkirk parents have a voice on the NPFS. If you would like to share some of the representative role with me – contact me at falkirk.npfs.org.uk. Thanks, Margaret.

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Extra £1 million for musical instruments

Charging for music tuition to be addressed by new group. Scottish schools will be provided with an additional £1 million to buy musical instruments for their pupils, it has been announced. The move has been made by Minister for Learning Alasdair Allan who has also formed a new group to address the issue of how music tuition is delivered, including the question of charges for pupils sitting SQA music exams.

The group's work will also examine how we ensure local musical traditions are catered for as well as studying what role the wider musical community can play in supporting our ambitions for our children.

- The Instrumental Music Group will have an independent chair and will include representatives of **parents**, the teaching profession. Local authorities and partners in music and education. The group will start work in January and report back in the summer of 2013.
- The group will examine the issue of Local Authority charges for Instrumental Music Tuition, considering the principles of equity of opportunity and the widening of access to Instrumental Music Tuition in schools. This will include the best way to ensure local traditions are protected and promoted and local circumstances accommodated.
- Membership of the group includes: CoSLA, ADES, Education Scotland, Creative Scotland, Heads of Instrumental Teachers Scotland (HITS), Scottish Association for Music Education (SAME), EIS, **National Parent Forum Scotland**, Royal Conservatoire of Scotland.

If any parents in Falkirk have any views on this issue that they would like reported back to this national group, please send those comments to **Margaret Leitch – falkirk.npfs.org.uk**

The following message has been circulated on behalf of Irene Russell, Education Scotland.

ParentZone Website

As you may be aware we are reviewing the current Parentzone website structure to ensure that it reflects the needs of parents and carers. We will be carrying out a number of rounds of usability testing over March/April.

To assist us with this process we are looking for parents/carers who would be willing to take part in the testing either face to face or remotely. Please note that it is the website that we are testing for usability and not people's web skills. We are simply looking for users to provide us with feedback that will help us improve the structure. If you know of anyone who would like to take part please ask them to contact me directly.

Kind regards, Irene Russell, irene.russell@educationscotland.gov.uk

The following message has been circulated on behalf of Falkirk Community Trust

'Aardman Model-Making Workshop and Screening' at FTH in February Holiday

Join one of Aardman studio's talented model makers and find out just what it takes to be a professional animator, then with their expert guidance, have a go at creating your own model to take home with you. Followed or preceded by a free screening of Aardman's Wallace and Gromit classic: 'The Wrong Trousers' (U)

Monday 18th February

Choice of three sessions: 09:30 - 11:00, 12:00 – 13:30 or 15:15 – 16:45

The Studio, FTH (Falkirk Town Hall), West Bridge Street, Falkirk FK1 5RS

Plus

Two screenings 11:15 - 11:45 or 14:30 - 15:00

£8 Adults/ £6 Children

Materials provided. Suitable for ages 6+. Children aged under 11 years must be accompanied by an adult.

Pre-booking advised – contact Falkirk Steeple Box Office.

'My children and I had a ball!' - parent

The following message has been circulated on behalf of the SQA (Scottish Qualifications Authority)

New Qualifications – December Update for Parents

Draft Course Assessment Specifications for Advanced Higher

SQA has published draft Course Assessment Specifications for Advanced Higher. These documents define the mandatory assessment requirements for Advanced Higher. The documents describe the structure of the Course assessment and the mandatory skills, knowledge and understanding that will be assessed and state which aspects of added value will be used to address the purposes and aims of the Course.

Course Assessment Specifications will support practitioners and centres, enabling them to help learners prepare for Course Assessment. They can be accessed using the subject drop-down menu at www.sqa.org.uk/curriculumforexcellence.

You can give us your feedback on the draft Advanced Higher Course Assessment Specifications via 'Have Your Say' at www.sqa.org.uk/haveyoursay

Final documents for Advanced Higher will be published at the end of April 2013.

SQA CfE Web Pages

SQA's website is one of the main channels we use to communicate and engage with all of our audience groups on the development and implementation of the new National Qualifications. We want to ensure that it meets their needs and allows them to access relevant information.

We have recently undertaken user testing of the web pages with each of our main audience groups. As a result of this work and the feedback we received, we have redesigned and restructured the pages to make them clearer and easier for them to understand and navigate their way around - allowing them to find the information they are looking for.

Look out for the new web pages in January 2013 - www.sqa.org.uk/curriculumforexcellence. Please let us know what you think of them - web.team@sqa.org.uk

Support

We have a suite of guides, which are available to read and download on our website, along with other resources such as the [Mythbuster](#) and [Jargon Buster](#).

- [Guide for teachers and lecturers](#)
- [Guide for parents and carers](#)
- [Guide for learners](#)
- [Guide for employers](#)

Our Curriculum for Excellence Liaison Team continues to work with schools and colleges to provide them with support and advice about the new qualifications and ensure they have the information they need to prepare learners who will study towards the new qualifications. Find out more at www.sqa.org.uk/cfeteam

As always, if you have any questions about anything in this e-mail, let me know and I will try to help.

Diane

Diane Cherry

Communications Officer

Service Planning, Policy and Communications Team

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Parent Council / PTA / Parents Training / Information Sessions – Jan - Mar 2013

E-mail this form back to education.communications@falkirk.gov.uk to register. Please let us know if you have any access, dietary or communication needs. Sessions may be cancelled if insufficient numbers register so please register early.

Date	Training / Information Session	Who can attend?	Where	Time	Name of facilitator
30 th January 2013 Wednesday	Parent Council / PTA Constitutions – revisions and amendments - what works best for you?	All Parent Council and PTA members	Bothkennar Primary School Main Street Skinflats FK2 8NU	6.30pm start Session will last approx 1.5 hours	Diane Cherry Communications Officer Education Services
26 th February 2013 Tuesday	Fundraising Ideas Be prepared to share ideas on fundraising that have worked well and those that haven't!	All Parent Council and PTA members	Camelon Education Centre Abercrombie Street Camelon, FK1 4HA	6.30pm start Session will last approx 2 hours	Eleanor Conor Information Officer Scottish Parent Teacher Council (SPTC)
March Saturday ?? (provisional)	First Aid Training for Parent Councils / PTAs Book early – numbers are limited!	All Parent Council and PTA Members	Red Cross Training Room To be confirmed	To be confirmed	Red Cross
5 th March 2013	Parents' Information Evening – Education Services Budget	For all parents	Camelon Education Centre, Abercrombie Street, Camelon, FK1 4HA	7pm start Session will last approx 2 hours	Beverley Ferguson Parents Officer Education Services

A session on Parent Council / PTA Communication is planned for sometime in May 2013. Further details will be issued in due course.

Please let us know if there are any other topics on which you would like training or information sessions to be arranged.

Please can you also let us know if you have specific access requirements or need any communication support e.g. sign language interpreters.