

**Low Port Primary School**  
**Parent Council 2018-19 Meeting 1**  
**Tuesday 2nd October 7-9pm**  
**LPPS Staff Room**

**Attendees:** Hazel Bernard, Stephen Blake, Alice Buckley, Tom Conn, Jeremy Fuller, Jane Livingston, Douglas Maxwell, Natalie McCartney, Emma McCroarty, Judith Paley, Lauren Smith, Soné Spottiswoode, Colin Sumpter

**Apologies:** Alison Cowper, Tom Kerr, Gillian McDonald

**1. Welcome and feedback from AGM - Judith/Alice**

- Thank you to FLPPS for catering, summary of changed AGM format, and feedback from sticky notes.
- Everyone was welcomed to our first PC Meeting and followed by introductions.

**Wishes for Parent Council this year:**

- **Increasing our numbers**
  - The co-chairs will be leaving at the end of this year and would like to see as many parents involved as possible, to see what can be achieved by the PC, for the school and our pupils
- **Ideas for links with pupils**
  - Our pupils are involved in different areas in the school and have surprisingly good ideas, which could benefit the PC as well.
  - Parent Council and Friends of Low Port will address the pupils during assembly on Friday, 12 October. A Separate visit has been arranged with P1 pupils the same day.
- **Possible daytime meetings and other ideas**
  - Alternative times and Venues were reviewed and considered.
  - PC will attend events like Parents evening, Enterprise night and Coffee shop mornings will be arranged for certain topics.
- **Plan to rewrite constitution later this year due to the closure of Educational Trust Fund.**

**2. FLPPS Update**

- **Rebecca unable to attend in person.**

- The aim this year is to raise £24 000 for Interactive Smart Boards, for each class.
- The purchase and services of these boards needs to be supported by the Council, therefore only a couple of suppliers can be used.
- A Survey will be conducted to consider IT hardware and where the boards will be placed, as the old school building restricts wifi and some boards will need a stand as well.
- The PC are keen to support FLPPS with this and after discussion will suggest a demonstration by pupils on Enterprise evening giving an opportunity to discuss wider fund raising opportunities with parents.

### **3. Update School Travel Plan and Car Park Safety - Mrs McCartney/Alice**

#### **- Achievements to date**

- The school is awaiting a Park Smart banner as a result of the hard work from the JRSO's last year
- New signage in place

#### **- Plans for our new JRSOs**

- The JRSO's have completed their own survey and planning on publishing a newsletter.
- To complete a site audit with Mrs McCartney and Alice
- The next step is to review and consider views from parents and staff to form a travel plan that is meaningful to our school.

#### **- Possibilities for parent forum involvement**

- PC will continue supporting the developing of the school travel plan.
- The biggest safety factor from the Council point of view is to not let public access through the school.
- We have helped advertise the current Lollipop vacancies and we are investigating the possibility of parents acting in these rolls, especially at the Tesco Traffic light.
- Councilor Tom Conn will report on the WLC's decision on whether a parent will be paid and insured for these services after complete training and PVG approved.

#### **- PC action**

- Mrs L will look at WLC position on insurance and PVG etc if a parent were to volunteer.
- The PC will seek Parents' views on the crossing and possibly a parent being present to press the button to ensure safe crossing for pupils, instead of a formal Lollipop role.

#### **4. School Grounds and Maintenance - Mrs Livingston**

##### **- Plans for Mrs Johnston's Gardening VLG**

- Although the PVG groups haven't started yet, there are plans of making a pallet climbing area, wellies boot planters and planting our own bulbs with the children.

##### **- Possibilities for parent forum involvement**

- Low Port Primary School grounds are attended to by contractors and not the WLC. We are already supported by Burgh Beautiful who has worked close with the Linlithgow schools cluster.
- The structure of the green house is still standing and the PC will seek ideas to either re-purpose it or remove it.

##### **- PC Action**

- The biggest concern on the playground, at the moment, is the height of the hedge that surrounds the grass playfield. The PC will write to the Alpha schools and WLC to seek advice and support regarding the required height, future maintenance which now requires chainsaw machinery and the removal of the cuttings.
- The jaggy and thick plantation at the back of the school, against the church wall is for the safety of the children and serves as a good barrier.
- The Willow Walkway is too weak for climbing but currently still safe for children. PC will investigate how to maintain this area in terms of tripping hazards and making it more useful.
- The Willow Hut will be tied in a roof again in November to grow into more of a hut-shape. The pupils are very glad to keep this feature.
- A suitable date will be considered for a school picnic with parents, children and staff to tend to school gardens

#### **5. School Improvement Plan - Mrs Livingston**

##### **- Summary and areas where PC involvement may be helpful**

- Mrs Livingston has identified two areas for parents involvement this session: InterDisciplinary Learning (IDL) Topics and The Curriculum Rationale.
- The parent council felt that the IDL would be a great daytime event to bring children and parents together. PC to discuss how Mrs Livingston would like such an event to be arranged.

#### **6. Curriculum Rationale - Mrs McCartney**

##### **- Plan for this session and how PC input may be helpful**

- Mrs McCartney is currently reviewing the school's Curriculum rationale with staff and pupils, to ensure that our learning focus is at the same level that our

pupils are at. Low Port Pupils are starting school with a high level of competency and the Curriculum needs to provide new challenges for our pupils at all stages, in areas for example, literacy, numeracy and IT.

- During term three or four she will share the Curriculum rationale with PC.

## **7. School Support from PC**

- **Instrumental Music Service (IMS) - update from Alice on fees introduction**
  - There is an ongoing petition to Scottish Government requesting the provision of free music tuition. In the meantime the cluster Parent Council Bodies are looking at how we can support the IMS and advertise the extent of the service to our Primary school parents.
  - 4 - week taster sessions have been offered to all P5-7 pupils
  - Alice to attend the parent forum meeting on the 3rd Oct.

**The meeting was adjourned.**

**Our next Parent Council Meeting is on Wednesday,  
28<sup>th</sup> November 7-9pm**