

# **Annual AGM Meeting**

**Friends of Low Port Primary School and Parent Council**

**12 September 2018, Low Port Primary School Hall**

**Staff Present:** J. Livingston (HT), N. McCartney, Miss Smith (P1), Mrs McGuilliard (P3)

**Committee Present:** R. Holmes (Chair of Friends of Low Port), A. Buckley and J. Paley (Co-chair of Parent Council), Kate O'Hara (FLPPS Member), Kirsty Pllu (Friends Treasurer), S. Spottiswoode (PC clerk) and parents of Low Port Primary School

## **1. Welcome**

Kate O'Hara welcomed everybody to the annual AGM Meeting and introduced the trustees.

## **2. Friends of Low Port**

- Although the main focus wasn't on fundraising this year, we have managed to purchase three smart boards. We have raised the funds with discos, a fair, photos, tea towels, uniform commission, quiz night, easy fundraising and donations.
- Rebecca Holmes (Chair of Friends of Low Port) explained the changes from ETF to Charitable Incorporated Organisation (SCIO) and the benefits regarding fundraising and grants like Tesco Bags for Life.
- This year we will be looking at raising enough to purchase a smart board for each class.

## **3. Financial Report**

- Copies of the Treasury Reports presented at the annual AGM Meeting can be requested from the office.

## **4. Parent Council**

- Judith and Alice gave a clear definition of a Parent Council body as per the 2006 Parent engagement act. We represent all Low Port parents/carers within the school and wider community and aims to encourage parents to be and feel involved in their children's education which in turn improves the education they receive. We seek and represent parent views on issues raised by parents themselves, the school and community.
- The Parent Council has established a good communication system with the parents of our pupils using email, sticky notes, attending events and surveys. Together last year we made a difference regarding the following:
  - WLC budget cuts to Instrumental Music Tuition

- School car park use and safety
  - Support developing the school travel plan
  - Conducted a survey "The cost of school day" and provided the school with important information e.g. increased information of support available for trips and introduced a second hand uniform facility in our local charity shops.
  - Smooth introduction of Anytime Anywhere Learning
  - Supporting the school and parents with the reintroduction of Composite classes.
- This year we will be looking at continued support of the travel plan and perhaps tending to our school gardens, including the precious Willow Hut. We will offer support to Mrs Livingston for her School Improvement plan, in particular Curriculum Rationale review. We are also aware our constitution will need altered in light of the Educational Trust Fund Closure and will do this together this year.

## **5. A word from the Head Teacher**

I'd like to thank the Parent Council and PTA/FLPPS for their support last session. As already mentioned, a lot of development work has taken place that has helped the school towards school improvement and self-evaluation, as well as resources to support learning and teaching.

This coming year an area of focus will be to review the curriculum rationale for the school. This was last reviewed in January 2015 when I was just under a year in post. A group of parents met with me and we talked about what we meant about curriculum, what that meant for pupils and what it could look like at Low Port. Each school looks at their own context when developing their rationale. Last session we reviewed our interdisciplinary framework, ensuring that we based much of this around our local context. For example, all classes have a Linlithgow focus; we use the Peel area and local woodland for learning; we closely consider the children we are working with when planning learning with appropriate support and challenge. As a result of recent curriculum refresh. We now need to review our rationale.

## **6. Plans for 2018-2019**

- It was agreed that 'activity'-fundraising was preferred to a funding form send home with children and the following key points will be considered for best and fun fundraising events:
  - Boohoo breakfast
  - Sparkle night
  - West night
  - Family quiz
  - Gin night for Dads
  - Cluster football team of Dads
  - Sponsored Silence

- It was agreed that the Parent Council had sought parents' opinions in many ways. The notice board in the foyer, 'sticky notes' board on parent evenings, emails, surveys and asking parents directly at some school events and being available to contact at the rose garden or via the office has all worked well.
- The following key points will be considered to make parents aware of the importance of the PC to get the view of parents with certain topics:
  - How many people will be there
  - Stress the mutual interest in the development of your child
  - Invitation to turn up when parents see something of interest and only 'Dip in and Dip out' for those interests, without commitment
  - Involve the children with relevant PC topics with an invitation to send your parent
  - Explore the possibility of a mini child care or DVD's set up during PC meetings or daytime events

## **7. Election of Committee**

- All trustees were formally re-elected to stay in their current roles.
- The new SCIO does not require trustees from Parent Council

**The meeting was adjourned.**

**The next Parent Council Meeting will be on 2 October.**