



## **Troqueer Parents and Friends Council**



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**TPFC MEETING WEDNESDAY 13th November 2019**

**Troqueer Primary School 6.30pm**

**MINUTE**

**Present: Mary Terrace, Davie Stitt, Kirsty Peden, Laura Whitelaw, Kirsteen Macintyre, Joanne Russell, Fiona Mitchell, Nancy Torbett, Catharine Mackenzie, Martin Armstrong**

**Apologies: Ian Blake, Lisa Muirhead, Jane Johnstone, Liza Vinnie**

### **1. Matters arising from last minute**

**It was noted that Kim Black and Joanne Dickson have resigned from TPFC Committee positions.**

- (a) Circulation of the Constitution for new members. This was done recently. New members asked to sign today**
- (b) School App. TPFC are covering the cost this year. TPFC can communicate with parent body via this. This will be filtered via school management team to check on volume of messages being sent out.**
- (c) Website/generic email address. Cathy advised that she is in further discussions with website designer and this will continue to be worked on and tested**
- (d) Direct Debit letter – it was agreed this can be signposted on the school app, copies to be provided to school office for those who do not have a printer. (Kirsteen to arrange copies)**

## **2. Partnership with school and local community to create welcoming inclusive school**

### (a) Headteacher's Report

Martin Armstrong:

- (i) Staffing – Mrs Den Ousten is now on mat leave, Ewan McCall is covering this class and his contract is until Easter initially.

Pete Earl – P3, new member of staff

Ms Campbell – Has come to Troqueer on a “Compulsory Transfer”, this is presently a temporary appointment.

Cathy Mackenzie – New works one day per week in the depute head post

Ms Cowan, new to office, admin team

- (ii) Health and Safety Course

Martin is half way through his 25 hour course. The trim trail is under consideration. Parts of it will need replacing. The costs will amount to several thousand pounds as regards repair. This is the preferred option rather than removal or continued closure during school time. Noting there may be community benefit funds to tap into re windfarm monies. It may also be that there are funds available to Community Council's which could be tapped into – Kirsty Peden to investigate.

The MUGA has been closed. Martin advised it is unlikely to be re-opened before March. Every 5 years or so the carpet needs relaying. It compacts and does not drain – huge puddles develop. It will be dangerous to use at present. Likely to cost tens of thousands of pounds to repair.

- (iii) Martin delighted with 10<sup>th</sup> Anniversary Celebrations. He noted he is only the 4<sup>th</sup> headteacher at Troqueer since it first opened, which is very unusual given the length of time the school has been opened.

- (iv) Martin advised he has pulled out of some groups he has been involved with for the Education Authority due to pressures on his time. He mentioned the goodwill gap whereby teachers contribute a lot of extra time voluntarily.

- (v) The School Budget is very tight this year. Ultimately, it could affect next year's budget if he overspends this year. Martin will monitor the budget closely.

(b) Feedback from 10<sup>th</sup> Anniversary Event

Cathy Mackenzie thanked all to those who were involved and gave their time or contributed items. The children were very proud of their work displayed at the Exhibition. There was a great turn out from parents and the local community. The press supported the event and there was coverage in the local papers.

(c) Anti-bullying policy (Martin)

This now sits within a GIRFEC document in the "respected" category. His current health and safety training and incidents within the school have affected his thinking. The document is draft at the moment. Martin wants to be clear on the issue of expectations, particularly in relation to mutual respect between parents and staff.

The national definition around bullying has changed and that affects the policy and how the school deals with it. "A child losing their sense of agency" is now the formal definition and Martin needs to consider what that means and which point intervention takes place. Martin will consult with the TPFC who will consider how best to consult further with the parent body. TPFC will consider holding an event to receive parental feedback.

Laura mentioned the "Respect Me" Webinar which covers bullying and being involved with the school when creating a policy. Signposting to relevant support agencies can be considered via the school website in due course.

### **3. Promote partnership with school, pupils, Parent Forum and community**

(a) Eco footprint - supporting the reducing landfill P.V.G.

Nancy Torbett explained the PVG wish to be Eco Warriors. She explained the purpose of the collected plastic. The plan is to promote outdoor play by introducing a temporary outdoor space with walls, planters. It takes a tonne of plastics to make one planter. The outcome is taking time. Nancy asking the TPFC if funds can be made available to support the project so that incentive not lost.

TPFC agreed to contribute £500 towards this project. Kirsty to seek matched funding via a Tesco grant scheme.

Noting this is a considerable commitment for Martin and Nancy in relation to delivering the plastics. Suggesting that a notice is put on the app seeking parental support with a rota to deliver the plastics. An update from manufacturer re plastic collected will be given shortly

(b) Theatre Group - provisionally booked for Pantomime 'Peter Pan' on 6th Dec costing £1099 and Classic Literature performance 'Treasure Island' on 25th May costing £900. TPFC to consider agreeing financial support.

TPFC agree to cover the cost of the Christmas Pantomime and the second theatre event will be cancelled at no cost. There was a discussion re next year's pantomime and it was agreed that TPFC would agree to the cost of a Christmas Pantomime.

#### **4. Develop and engage in activities which support education and welfare of pupils and represent parents' views on education and welfare**

(a) Child Protection Policy (Kirsteen/Laura)

KM and LW to work on and bring back to the next meeting.

(b) Transformation Event/Budget savings. Response on behalf of TPFC

Kirsteen advised that the meetings had been attended by herself and Jane Johnstone. A TPFC sub group met twice and compiled feedback on the consultations which was sent to the Council in time for the deadline.

Kirsty explained that there were two separate consultations – this year's budget for immediate savings which had yet to be considered at Council Committee and the future three years via the transformation programme is still ongoing

(c) D& G Parent Forum update

Laura went to the last DGPF meeting in Castle Douglas. The transformation event was discussed. Standard Timetabling was an issue for this group. TPFC decided against sending the TPFC transformation response to the DGPF as we felt it was an unnecessary extra layer and it was preferable to give our response direct to the Council.

#### **5. Fundraising.**

(a) ANCBC Grant, spending and recording

Martin agreed to provide vouching to the value of £3850 re the grant monies obtained for the agreed purposes and Mary will write cheques accordingly.

(b) Feedback from the Halloween Disco

Mary advised £235 profit made at this event.

It was suggested that in future, instead of paper cups, could children bring in their plastic bottles to be filled up as required. Some re-useable plastic cups could be used for those who forgot bottles. The use of the GP room for quiet/snack room was good. PEF pupils received tickets at no cost. P7's requested chart music. Mrs Mackenzie to consult on a playlist for next event. The arrangement for snacks worked well (2 lanes) Fiona to prepare a note of set up for Halloween Disco to help future events/organisers. It was noted that attendance at the disco was higher this year than last year.

(c) future events, including Christmas Event. These need to be finalised for the rest of this year.

TPFC agreed that we will not hold a Christmas Fayre. This will be explained to Parent Forum via the app. Laura to draft suitable text advising that there were not enough people to organise the event this year.

It was agreed that TPFC would hold a Hamper Raffle agreed to be drawn at end of evening performance of Christmas Concert on the 9<sup>th</sup> December 2019.

Donations and letters to local businesses to be prepared by P7s. We have a list of local businesses.

Treasure Maps – Kirsteen agreed to sponsor this/provide prizes.

Additional books, disc re what to do. Use some for Hampers and keep the rest

(d) TPFC Ceilidh . this is planned for the 7<sup>th</sup> Feb 2020 - with performances, music and snacks. A What's App group to be set up for planning. (Can those willing to be involved in the planning notify this via the main TPFC What's App Group.)

Noting that some parents would be interested to help out at 1 or 2 events per year. Laura confirmed we can seek assistance from parent body via the school App re future events.

(e) Valentines Disco booked for Wed near Valentines Day (12<sup>th</sup> Feb) This is booked already. A What's App Group to be set up in due course.

(d)Sponsored run will take place next year, date to be confirmed but a provisional date of the 26<sup>th</sup> May 2020 has been pencilled in.

(e)A TPFC Barbeque will be held in summer if enough support can be found to organise the event.

All agreed there would be no Christmas Fayre or Easter Egg hunt this year.

**6. AOCB - none**

**7. Date of the next meeting**

**Date in Jan - 22<sup>nd</sup> Jan agreed.**

**Kirsteen Macintyre**

**Minute Secretary, TPFC**