

Title of Meeting: Comely Park Parent Council Meeting	
Venue of meeting: Staff Room, Comely Park School	
Date of meeting: 28 May 2008	
Attendees: Mr Watkinson, Dougie Kennedy, Mel Brookes, Colin Gordon, Barry Smart, Rochelle Black, Stuart Duncan, Mrs Simpson, Sheila Ferguson	
Apologies: Brian Cassidy, Nicola Morton	
1	<p>Welcome Dougie welcomed everyone to the meeting.</p>
2	<p>Minutes from last meeting Dougie ran through the action points arising from the last meeting. Those present updated the meeting with action taken: -</p> <p>Weatherproof notice boards: Colin will give the relevant order number for this (received via Diane Cherry) to Mr Watkinson, so he can order the notice boards from the Clerk of Works.</p> <p>E-mail addresses: Barry will help Dougie add the additional e-mail addresses received from other parents to our electronic distribution list.</p> <p>Playground design competition: Mel and Barry will organise the relevant vouchers for the Playground Design competition winners.</p> <p>Wall mural: The Clerk of Works has said he can arrange to plaster external wall surfaces at the school to allow the children to create a mural(s). We could potentially pay for this out of Parent Council funds.</p> <p>Pupil Council presentation: Barry gave a presentation to the Pupil Council on ideas for playground improvements, which the children were all very impressed with. (Copies of all relevant presentations/documents are now available on the Parent Council website.)</p> <p>Building site traffic: The levels of site traffic from the MCA Homes building site are now much lower and so present less of a hazard to children coming to school in the morning, which is good news.</p> <p>Vehicles in playground: Concern has been expressed about delivery lorries and private cars coming into the playground before and after school, as this is an obvious health & safety hazard for children and school staff.</p> <p>Visit to Kinnaird Primary School: Mr Watkinson will be arranging a visit to Kinnaird Primary School in the near future by the Pupil Council, so they can see for themselves what can be achieved. (Please note that the circle of stones in the Kinnaird playground is currently being removed, due to 2 pupils suffering broken noses since January.)</p>
3	<p>Playground security Barry talked us through a comprehensive presentation on playground security, with 4 main recommendations: -</p> <ul style="list-style-type: none"> - Official signage should be placed on all school gates, with suggested wording "Enter only on school business, Please keep gates shut and CCTV cameras in operation" - Specific signage should be added to Gate 2 (Formula 1 entrance), prohibiting any vehicles from entering the school grounds at periods during the day when children are in the playground – start of day, morning break, lunchtime, afternoon break and end of day - Maintenance and modifications are required to enable gates to be securely latched shut and easily operated from both sides - A safety barrier to be installed outside Gate 3, to prevent pupils from being able to run directly out of school onto Cow Wynd <p>Can we invite Alan Livingston (Property Development Manager at Falkirk Council) to come and see the gates/lack of playground security for himself? We need to remind the Council that they have a duty of care towards both staff and pupils.</p> <p>Stuart will draft a cover letter to Alan Livingston, which we will send with a copy of Barry's presentation. We'll also send copies of this to Alan Wylie, Health & Safety Officer at the Council and the four local Councillors.</p>

4	<p>Playground improvements</p> <p>The Playground Design Competition entry forms have now gone out to pupils, with a return deadline of Friday 6 June. Once all entries are in, we need to meet with the Pupil Council to help determine the winner(s), with the focus on creative ideas, but ones that are ultimately achievable. Mr Watkinson will arrange the meeting for this on Monday 23 June at 12.30pm and will invite the landscape architect to come along to this meeting too.</p> <p>Mr Watkinson reminded us that Mrs Collins' nephew may be able to contribute towards playground improvements in some way, once we have final plans for this drawn up.</p> <p>Stuart said Ineos will give grants of up to £500 for specific projects and that they have made contributions to a number of other schools to date. Relevant contacts at Ineos are Kath Wilson or David East. Mel will contact them to see what funding (if any) is available.</p> <p>Sheila let us know about another website that may be of future use: www.practicalfunding.co.uk</p>
5	<p>Asymmetric school week</p> <p>A questionnaire and explanatory notes on the proposed change to the school week have been sent out to all parents in the Falkirk Council region. Parent Council members will respond to this on an individual basis, so no further action is required from the Parent Council on an official basis.</p>
6	<p>P1 intake August 2008</p> <p>Having seen the recent response from Richard Teed in answer to our concerns about the 2008 P1 intake, it is apparent that there is nothing we can do to change the numbers/structure for P1. However, we would like to put in writing our concerns for the 2009 intake and beyond. Is the Council setting a precedent by allowing 3 x P1 classes at Comely Park every year and does this mean that Comely Park will always have to "carry the burden" of the placing requests from parents across the Council region?</p> <p>We discussed the lack of openness from the Council as to the criteria/selection for placing requests, despite Richard Teed's visit to the Parent Council meeting earlier in the year.</p> <p>We agreed to write a letter to Richard Teed, asking for a degree of involvement in the P1 intake for 2009, on the basis that we can help communicate this information to the wider parent group. We also agreed to communicate a summary of our questions (and answers) to/from Richard Teed to the wider parent group.</p> <p>Dougie will go along to the P1 Induction meeting on Thursday 19 June at 1.45pm, to introduce himself and to encourage interest in joining the Parent Council.</p>
7	<p>AOB</p> <p>Meeting dates/times: one parent had expressed concern that meetings were always held on weekday evenings and asked if we would consider moving/varying meetings to accommodate earlier times and/or Saturday mornings. We discussed this, but all agreed to keep the status quo, as these times/dates suited all regular meeting attendees.</p> <p>Topics for next academic year: two topics were suggested – the school playground (ongoing) and the school curriculum.</p>
8	<p>Date of next meeting</p> <p>Our next meeting will take place on Wednesday 20 August at 7.30pm in the school library.</p>

Issued: 28 May 2008
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