



Greenbrae School Parent Council Meeting / AGM.

18.30pm Tuesday 6th September 2016

Note of Meeting

Attendees: Miss Royle, Miss Beattie, Graham Lawtie (Construction Manager), Euan Couper-White (Head of Service, Educ. & Children's services, ACC), Ms Claire Cowen (ACC), Mrs Julie Drummond, Mrs Gill Bruce, Mrs Kam Cockburn, Mrs Laura McKenzie, Mrs Louise Ellis, Mrs Sarah Burnett, Mrs Emma Kidd, Mrs Alison Flett, Mrs Elaine Milne, Mr Lee Brody, Cllr S Stuart, Mrs Karen Dey.

Apologies: Cllr M Jaffrey, Mr Tim Galloway.

1. Welcome

Mrs Ellis welcomed everyone and introduced the agenda for the evening.

2. Extension Update

Mrs Ellis pointed out that the parent forum of Greenbrae School had been very supportive of the extension project and patient regarding the delays which have happened.

The individual Parents and Parent Council had, however, been disappointed that no formal communication with them had been made until 4pm the day before the children returned for the new autumn term on August 17th. This would have re-assured parents who were seeing an external building site around the School that all was going well, and would have helped to quench the rumours that had begun to circulate. Mrs Ellis had contacted the Council prior to the new term starting to prompt them to answer these queries directly.

Claire Cowan (ACC) answered these questions directly by saying that although on the outside, the school had indeed continued to look like a building site, internally, a lot of work was going on "unseen", and that the work-men had often been working 7 days a week to try to keep up with the work required to be done. She said that the situation was changing on a day-to day basis over the holidays, but apologised for the lack of communication.

Euan Couperwhite re-enforced that the WIFI had been down at the school on the Mon/Tues prior to the return back to School and this had contributed to the last minute communication the day before the school was due to open.

Mrs Ellis said that the parents were obviously aware that the school was not complete, and that all the parents were looking for was honest answers about revised completion dates.

- The nursery will not be back onsite now as originally planned after the October Holidays and will need to remain at Glashieburn School, to be reviewed at Christmas 2016. This is due to the domino effect of the other works not yet being completed yet.
- The new part of the school extension will aim to be open after the October holidays, (8 new classrooms and new gym hall.)
- To coincide with this, the Council will be applying for an additional day's holiday extra day off from the Scottish Government on Monday 24th October 2016. This will be confirmed as soon as possible, and notification sent out to all parents.
- Graham Lawtie (Robertsons) said that the 4 classrooms upstairs and the 4 classrooms downstairs were currently having their units fitted along with the teaching walls, and that the floor coverage will be being done on Monday 12th October.
- A lift is currently being fitted at the base of the new build.
- All access to the new build extension once completed will need to be through the front door for all pupil access to / from the school. A question was asked as to where the children would safely line up to assemble. The logistics of this need to be confirmed between ACC and the school.

Health and Safety

A couple of health and safety issues were raised from Mrs Ellis and Mrs Bruce, including workmen working on the roof directly above the children's play area in the morning/home time and indeed during playtime and lunchtime. An incident the previous day was also reported when parents witnessed a small truck 'clipping' the fence at the side of the school where the ground is uneven. Parents were concerned about the fragile fence which is in place being knocked over onto the path which the children are using to access the school or indeed the truck 'toppling'

Some workers have been observed smoking on site. This should be in a designated shelter away from the children. The Council and Robertson's policy is no smoking on site, however Graham Lawtie explained that they have erected two shelters behind the site office to prevent workers from smoking out on the street where there was more chance of pupils witnessing it. Smoking should only take place in these shelters.

Graham Lawtie will look into these issues and follow them up

Nursery Transport

Mrs Burnett asked if parents had not originally opted in to the nursery transport from Greenbrae School to Glashieburn for their child, if this could now be reviewed, given the nursery remaining offsite for another term. Claire Cowan will look into this.

Full Completion Date

Claire Cowan said that they had discussed this, but unfortunately could not yet give the Parent Council an estimated or a definite date of completion of all the building works. A rough guide of January 2017 was offered.

Mr Couperwhite said that neither Robertsons or ACC wanted to compromise the quality of the work being undertaken.

School Role Numbers

There has been a slow increase in pupil numbers e.g. P4's are up to 30 pupils and 28 in P3.

The current pupil roll is 200 pupils in the main school and 40 in the nursery.

Mr Couperwhite said that the Council could look to "cap" the intake of new pupils in 2017 if this was needed.

Local Residents

Appear to be coping really well generally with the upheaval and disturbance. The main comments had been passed on were relating to parents parking around the school, and this had been passed on to the local parking wardens. It was noted that the parking wardens have the authority to hand out parking tickets.

Contacting the School

There have been issues with the telephone line and calls are currently being diverted through Marischal College. BT are working to resolve the problem.

The school Wi-Fi has been unaffected by this.

School Catering

The new smart card system has been postponed until January 2017.

Extension Tour

There may be an opportunity for a small number of parents (Parent Council) to tour the extension (wearing the correct PPE)

A suggestion/request was made for photos to be taken of the interior of the school which could be placed on the school website. This would help parents visualise how the extension is progressing, where their children are being taught and also provide some reassurance as ultimately their only perception at present is that of a building site.

Claire Cowan said that this would be possible and she would look into it. Another newsletter update for parents is due to be sent out before the end of term.

3. Before / After School Club at Greenbrae

It was noted that some parents (Mr and Mrs Drummond) had set up a Facebook page to discuss the idea of Greenbrae providing a before/ after school club and gauge interest from the parent forum. Not everyone had seen the page however Mrs Drummond explained the request to the members present from the ACC.

Louise Ellis asked ultimately who the decision lies with to sanction an out of school club within the school and whether the school, as it will stand upon the completion of building work, would be viable premises for such a facility.

Euan Couperwhite said that the Council supports both before and after school club provision and Mrs Drummond agreed to pass on her details to him. He said that he would ensure that Louise Beaton (Early Years Manager) at ACC got in touch with her to answer her queries directly as she is best qualified to do so.

The School would not be running any out of school club, this would have to be done by an external provider and this would require Care Inspectorate approval for registration and inspection.

The basic requirements of a kitchenette with cooking facilities, 3 sinks, and a dishwasher and toilet access were not put into the original extension plans as this was

not highlighted as an acute need during the general parent consultation/ plans evenings last year at Parent's Nights.

However, an extra pipe has been laid that could be connected for gas /water in the future should such a facility be required. However any additional building work could not take place until a 12 month period has passed, to ensure the verification of building completion certificates.

It was noted that all parents should also now be aware of the new facilities at the Stompers before/ after school club, which has spaces for Greenbrae pupils. Braehead School is also available and it currently operates on a waiting list for places. It was noted to the council that there are only two registered childminders that cover the Greenbrae School area.

It was also asked if the Council could look at increasing the number of buses and availability of current spaces at Braehead out of school club.

4. A.G.M

Treasurers Report

This was given verbally by Louise Ellis following Mr Galloway's apologies. She asked Anna Royle to consult with her staff and determine any requirements the school might have that the Parent Council funds could assist with. This will be discussed at the next Staff meeting.

Summary of achievements/progress from the Chair

In session (2015-2016) we have:

- Had ongoing liaison with Aberdeen City Council regarding the extension to the school. This has included liaising with key members of the Education, Culture and Sport team to obtain updates on the project and requesting their attendance at PC meetings. We have provided input and feedback to various issues which have arisen during the extension build.
- Instalment of a new Zebra crossing after a successful petition organised and presented by the Parent Council. (It was noted that nearby trees could be affecting visibility of the crossing for motorists and that there is a lack of signage on Greenbrae Drive to warn motorists that they are approaching. Cllr Stuart offered to follow this up with his colleagues in the relevant departments at ACC)
- The Parent Council used some of its funds to purchase a gritter which can be used by parent volunteers to help clear the school playground and paths during periods of adverse weather.
- Liaised with the Head Teacher with regards to various school policies/issues.
- Represented the school at city wide Parent Council seminars and workshops.
- Represented the school at BOD ASG meetings to try and establish an ASG Parent Council to try and work collectively to improve education in the area.

Parent Council Roles 2016/2017

It was agreed that Louise Ellis will continue to Chair the Parent Council for this session, her third term in office.

Alison Flett will step down after one year as Secretary, and the role will now be shared by Laura McKenzie and Sarah Burnett.

Tim Galloway will continue in the role of Treasurer.

5. A.O.B

School PSA support discussed. The school currently have extra hours (5) unfilled at present, otherwise all PSA's are working to capacity. The early years classes have a number of children who require additional support.

It was noted that some Oldmachar Academy students in 4th /5th year were working with the early years at present which is very helpful.

Next meeting

Tuesday 4th October 2016, 6.30pm in the school staff room.