**St Nicholas’ Primary School Parent Council 2023/24**

Meeting Title: St Nicholas’ Parent Council Meeting

Meeting date: Tuesday 30th January 2024

Meeting location: TEAMS (virtual)

Time: 6:30 pm – 7.20pm

**ATTENDEES NAME. ROLE INITIAL**

Rachael MacDonald Chair RM

Anne Quinn. Member. AQ

Sinaid McCreadie Member SM

Rebecca Meighan. Member. RMN

Nicholas Henry Member. NH

Jane Hay Member JH

Aura Murphy. Member. AM

Charlotte Grogan Head Teacher CG

Aileen Darley Teacher AD

Angela Murray Deputy Head AM

Carol Lennon Deputy Head CL

**Additional Distribution**:

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Signed: Rachael MacDonald

1. **Welcome and Apologies**

Janine Peck Vice Chair JP

Ciorsdaidh Pearso Member. CM

Martin Paton. Member. MP

**Head Teacher Report**

CG provided an update on the current staffing at the school. Ms Karen Anderson has been recruited and began working at the school in November 2023. This followed on from the retirement of Ms Mowat. Ms Anderson is working as a classroom assistant on Monday, Tuesday and Wednesday. This is a permanent position.

Although no vacancy we have a long term absence since Sept which means we are operating25 hours short with regards to support staff

Since August we have had 2 long Term absences in relation to Teaching staff. We have been able to fill these with long term supply and one member of staff returned in Oct with the other member of staff returning shortly.

Mrs Robertson has started her maternity leave and will return at some point next session. There will be no backfill for Mrs Robertson as we are currently over staffed.

This year our PEF(Pupil Equity Fund) allocation has been spent on 2 day teacher who carries out numeracy interventions for those children who have been identified as require support/ challenge. A SFL assistant was employed for 4 days to support literacy interventions. Both these posts will finish at the Easter break. We have been again allocated 29, 600 to spend from April 24 to April 25. This will be to again narrow the poverty related attainment gap. Consultation will start with staff next month and pupil and parent consultation will follow in due course.

The following policies were distributed to the Parent Council in advance of the Parent Council Meeting. The Rights and Respecting School Policy, the Home Learning Policy and Arrival and Collection of Children’s Policy. These documents were in draft format and will be distributed to parents after the approval of the Council and teaching staff, thereafter they will be published on the school website and reviewed regularly.

These policies reflect what is already occurring at the school. Children’s Rights is a constant focus with the work the children undertake, the home learning policy follows a consultation of parents and allows parents/carers/children to do homework when they can and if they wish to, the arrival and collection is already in place and simply clarifies the responsibility of the school and also the responsibilities of the parents/carers.

**Active School Update**

Active school link with the school to try and support the school to offer after school activities. It helps link up organisations and volunteers to run activities after school. At the moment the school offers after school activities on a Monday, Wednesday and Friday. The school has access to the hall between 3pm and 4pm. Active school carries out the check and helps volunteers. The school did send out an email a few years ago about this, but there was a limited response. The school is agreeable to sending a further email out highlight what it is and how to become involved. The parents who volunteer to run an activity must recognise that it is them who is running the activity and not a case of assisting a teacher in running it.

**Seesaw**

It was raised at the meeting, that some classes are not receiving regular updates on their child via seesaw. The arrangement that is in place is that there should be one weekly update on numeracy, one weekly update on literacy and one class update. There are practical issues with wifi access. CG has not had any feedback from class teachers that they are struggling to meet this arrangement. All children are aware of how to upload their work to seesaw. It is accepted that Primary 1 require more assistance with this due to their age. It is a task that is assigned to the children and prompts within class and at home may assist in reminding the children to upload their work. In the past jotters were sent home, however on a practical level there were issues with this. CG will have a look into the issue of some classes not having regular updates and address this.

**Notice of School Events.**

An email is sent out at the beginning of the academic school year. This has a list of dates for the diary. Reminders are also issued in the weekly newsletter and dates are also available on the school webpage. It was accepted by the reps that WhatsApp groups also good at reminding other parents of upcoming events.

**School Photographs**

A consultation was undertaken a number of years ago as to whether parents would prefer more formal pictures or more modern style pictures. It was felt that it would be good idea to obtain an update on how parents feel. The PC will therefore draft a form to obtain feedback from parents on their preference.

The dates for the Parent Council meetings will be

19 March 2024

11 June 2024