**Carolside Parent Council Meeting Minutes**

Tuesday 26th November 2019, Carolside Primary School

Attendees:

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| Nicola Edgar | NE | Nursery AM |
| Jacqui McIntosh | JMc | P1 |
| Pamela Graham | PG | P2 |
| Claire Reid | CR | P2 |
| Gordon Bell | GB | P3 |
| Christine Carswell | CC | P4 |
| Sally Wilkie | SW | P5 |
| Lorraine Jenkins | LJ | P6 |
| David Clubley | DC | P7 |
| Rebecca Nicholson | RN | Chair |
| Fiona McKenna | FMc | Vice Chair |
| Gayle McDonald | GMc | DHT |
| Bryan McLachlan | BMcL | Head Teacher |
| Janette Black | JB | DHT |
| Cllr Annette Ireland | AI | Councillor |

**Apologies:**  Mellissa Coll (Nursery PM), Emma Williamson P1, Lise Fisher P3, Debbie Wilson P4, Gillian Cox P5, Ali Preston P6, Helen Almeida P7, Jo McGregor DHT

1. **Actions outstanding from previous minutes**

Debbie Wilson send apologies; her Mental Health Presentation will be pushed back to a later date.

Janette Black is introduced and welcomed as Jacqueline Dunn’s replacement, she will be taking over her entire portfolio.

RN references the Communications Questionnaire, that everyone should have been emailed since last meeting. Thanks for feedback to date, will be amended and resent.

BMcL says, as things stand, 23 parents and carers have booked up for the Playful Pedagogy Presentation, which will be delivered by Jo McGregor.

RN asks for any feedback about the teacher gifting email - agreement that as a PC we are not going to give out any communication, as per recent email to all PC members. We can revisit in future if the need arises.

Link has been sent out for the East Renfrewshire Development plan and everyone should have been emailed this since last meeting.

Parent pay – payment issues have been resolved.

Fit and Fruity Friday email has been sent, acknowledged.

1. **Head Teacher’s Diary**

Christmas is almost upon us - these have been busy weeks as we prepare for the festive season.

**Staffing**

 A few items to report this month:

* Miss Jacqueline Dunn has left her post as DHT here at Carolside to take over as Acting HT at Uplawmoor Primary. Jac was recruited the day after our last Parent Council meeting and took place the following Monday. We have been delighted to welcome Mrs Jannette Black to Carolside. Jannette has taken over Jac’s remint and we’re really delighted to have her join the team. Welcome!
* Fiona Holmes has taken post as CDO in ELCC - welcome her following her successful recruitment to the post last month.
* Cheryl Robertson has now left to go on maternity leave. Our thoughts are with her and the family at this exciting time.

**School Improvement Planning**

* To be covered later in the meeting.

**Cluster Improvement Planning**

* Work is progressing well in this area. This month was the first of two Cluster Forums, with our focus on The Sciences.
* The Art and Design skills development group continues to meet and a member of staff from Williamwood’s art department working directly with our P5 pupils. Mabel Halliday, PT of Art and Design, joins us tomorrow to seek support with a piece of work around art articulation. In short, encouraging pupils to develop literacy skills through the appreciation and analysis of art and design.

**Other News**

* Thanks to all who were able to support our recent Open Mornings. While it’s challenging to find a time in the diary that suits all parents and carers, having several year groups at the same time appeared to work well.
* W/b 11th November was national Anti-Bullying Week. Over the course of the week we looked at what bullying behaviour is, what prejudice-based bullying is, what we can do to stay safe from bullying online, the impact of bullying behaviour and proactive strategies to avoiding bullying behaviour occurring. There’s lots of information on the Twitter feed that will give you an opportunity to see some of the work that took place. We are also consulting with all stakeholders with regard to the school’s updated Bullying and Anti-Bullying policy, which is an appendix to the broader Promoting Positive Behaviour and Relationships policy, both of which were due for review around this time. The link to this is in the most recent newsletter and we would appreciate your feedback.
* Christmas is fast approaching, and we will share final arrangements for all our Christmas events later this week. There are no changes to the advertised activities, except for the disruption caused by the general election. The dates are all in the newsletter and the school’s Google calendar. We look forward to seeing you all over the festive period.
* School closed on the 12th for the general election. The nursery will remain open.

**Improvement Visit**

* Last week, w/b 18th November, we welcomed three members of staff from the centre and a Head Teacher from another school to Carolside for our Improvement Visit. The purpose of the visit was to examine the progress made here at Carolside over the last three years and to suggest further improvement going forward. The team gathered evidence by:
  + Carrying out in excess of 20 classroom and playroom visits
  + Speaking with a range of stakeholders in focus groups: pupils, staff, parents and carers
  + Examining various items of evidence submitted by the school: forward plans, individual child’s plans, tracking notes, quality assurance
  + Examining our scoping paper, which was submitted ahead of the visit.

The key questions covered during the visit were:

* To what extent does the school and nursery promote an ethos and culture of positive engagement and participation with its learners, parents, staff and the wider learning community?
* How well do we use our vision, values, aims and curriculum rationale when planning for future improvements and to what extent are the children involved in leading their own learning?
* How confident are we that all learners experience activities that are varied, differentiated and provide effective support and challenge and result in improved attainment and achievement?
* The verbal feedback that we have received thus far has been very positive. The team were careful to triangulate the evidence that was collected, comparing the scoping paper with classroom visits and stakeholder comments. These items of evidence triangulated well, thankfully, and we can be confident that we are progressing in the right direction. The team agreed with the points for action that we had identified ourselves which, again, was very reassuring for us. We thank the team for their support and input and will share the final report when it is ready.

1. **PTA Update**

Had fantastic presentation from P6 Mr Canning’s class on their vision for a Winter Garden. We agree with their proposal and once they have firm plans, we can see how we can help with funding. We also have now got an ambitious quote in from Scotplay on plans for rest of playground. We will definitely take some aspects of this, but it may be a number of years in the making.

We have line paint and other resources to freshen up lines in playground - we just need a dry weekend.

Over December we are turning our thoughts to succession of committee and particularly role bearers.

£9710 in the bank, plus £1400 or thereabouts for Xmas Cards

Christmas Fayre planning is going well – there is a full quota of volunteers.

1. **School Improvement Plan**

BMc presented the School Improvement Plan.

[**School improvement plan**](C://Users/pamela/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/FXOR8DB6/Improvement%20Plan%202019-20.pdf)

[**School Improvement Plan Presentation**](C://Users/pamela/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/FXOR8DB6/School%20Improvement%20Planning.pdf)

General questions/discussion followed about use of data, assessment, differentiation and how it functions at present, what barriers children may face because of this, the issues for teachers in providing lesson plans for this method, and how as a medium to long term plan to change the way the system functions at present by introducing ‘shared aspects’ of each lesson, then different ability groups using that shred experience as a focal point of their learning. Ongoing development in this area.

1. **Communications**

Fiona McKenna’s parents guide presentation moved to January meeting, due to time.

RN informs PC there is now a noticeboard in school reception, populated by Monica Farrell with agendas, minutes, meeting dates etc – many thanks to her. We will look to getting pictures up, in due course. Further discussions around best ways to consult and engage with parent community and plans to continue to try and do so as appropriate. Now using newsletter, noticeboard and in some cases social media groups as well as face to face interaction where possible. Questionnaire could be used at school events and sent out online once finalised. PC Members list widely available and parents encouraged to approach their yeargroup rep with any matters for discussion.

**7.AOCB**

Family Friendly Award - FMcK asked about the family friendly award, and progress towards a Silver accreditation. We are informed JB will be taking this part of Jacqueline Dunn’s portfolio and will update in due course.

Chair of the PTA: There was general discussion around the situation with ‘Chair’ for the PTA. PTA are still positive a chair can be found, as it is a legal requirement of the group. Gill Christiansen says it will be a point on the agenda at their next meeting, as a matter of urgency.

Railings: GB asks if the same source who is providing line paint to the PTA for the playground refresh can also provide donated paint for the railings. GC tells the group this is possible. General discussion about how railings should be painted/when/ etc.

Nativity Costumes: CR relays a concern from a P2 parent that only 9 days’ notice given to purchase/procure Nativity costumes. Also questions the email stating tickets wouldn’t be issued until paid for. It’s agreed this has been not entirely well communicated, but also that a letter did go out in schoolbags. School had an Improvement Team visit last week which may have meant a few items took slightly longer to be sent out than normal.

School Photos: Some concerns raised as to the quality of these. PC informed that there is no long-term deal in place with Tempest – and the school could look to a different supplier in future.

Happy Christmas to all!

**9. Next Meeting: 7pm, 28 January 2020, P7 classroom**