



# Crookfur Primary School

&

## Nursery Class



Dear Parents and Carers

Friday 5<sup>th</sup> June 2020

### ***Weekly Round Up***

I hope that you have all had a good week and that you are looking forward to the weekend. Today our Mearns North hub at St Cadoc's closed and the provision we have for the children of keyworkers will be located back to Crookfur Primary and Nursery Class from Monday 8<sup>th</sup> June, until the end of term.

We are delighted to be moving back into our own building, and especially to be afforded the opportunity to arrange some sessions to support transition for our P7 classes to S1 and for our new P1 children.

### Reports

The link below to a Microsoft Form has been issued for you to submit in place of the usual paper form to acknowledge receipt of your child's end of year report and provide any comments that you may have. Thank you to all of the parents/carers and children who have completed it so far and for the feedback you have provided.

If you haven't had a chance to complete this yet, I would be very grateful if you could.

<https://forms.office.com/Pages/ResponsePage.aspx?id=oyzTzM4Wj0KVQTctawUZKclYcsLU0jJlhDrccrg-LaVUNFIKWFIIODhMRjUyUkc1UjA1TUU1MVJaTy4u>

### Crookfur's Got Talent

This week our Talent Show finalist video has been uploaded to all of the Google Classrooms. I have been amazed and delighted by the talent of our children and hope that they are all feeling proud of their achievements.

I'm sure it will be an incredibly close contest and voting is ongoing. Children should vote for their favourite act using the link.

We can't wait for the overall winners to be announced next week!

### School Sports

Just a reminder to check the Google Classrooms next week for details about our Sports Week challenges. The House that manages to secure most points through the activity tracker and builds up the greatest distance when walking/running or cycling will become our Sports Champions 2019/20!

### Summer Reading Challenge

East Renfrewshire Council's libraries service has today launched its digital Summer Reading Challenge. The Summer Reading Challenge is an annual event for all children. To continue to encourage reading throughout the summer months, the libraries have developed a digital approach this year while they are closed. Please see the attached flyer for more information.

## Recovery Planning

The focus of our Parent Council meeting on Tuesday 2<sup>nd</sup> June was recovery planning for June and August. A number of parents/carers submitted their questions and thoughts to their year group reps and these were discussed in the meeting.

I am very grateful to all of the Parent Council members who so willingly give their time to work in partnership with the school. I would especially like to thank our Parent Council Chair, Denny Henderson, for her dedication to supporting the school. Denny works tirelessly to help facilitate communication and to ensure that the voices and views of our parent forum are represented. I truly appreciate the support of our Parent Council and I am sure that parents/carers feel very well represented.

I realise that the attached document is lengthy, but it does capture in detail the discussion during our meeting and I feel that it is helpful to share this with you as part of our round up.

Of course, you will see that there are many uncertainties around planning for August at this stage, however over the next few weeks all of our plans will be finalised and I will be in a position to share with you and our children, our recovery plan for August.

I have included a link to an article in the TES that has been shared widely amongst staff. We feel it captures a sense of the priorities Crookfur staff will have in supporting and caring for your child when our school reopens in August. It was mentioned during the parent council meeting (in case you are wondering about the reference to bubble machines ☺)

<https://www.tes.com/news/coronavirus-how-dutch-schools-reopened-no-pupil-distancing>

From next week (Monday 8<sup>th</sup>) you will be able to contact the school office using our regular telephone number 0141 570 7120, between 9am and 3pm. Using our e-mail address [SchoolMail@crookfur.e-renfrew.sch.uk](mailto:SchoolMail@crookfur.e-renfrew.sch.uk) will continue to be the quickest and easiest way to get in touch.

I wish you a lovely weekend, please take care and stay safe.

Kindest regards

Sheena McGuigan  
Head Teacher

# Crookfur Primary School and Nursery Class Parent Council

Telephone: 0141 570 7120

Website: <https://blogs.glowscotland.org.uk/er/Crookfur/>

School email: [schoolmail@crookfur.e-renfrew.sch.uk](mailto:schoolmail@crookfur.e-renfrew.sch.uk)

Parent Council email: [CrookfurParentCouncil@gmail.com](mailto:CrookfurParentCouncil@gmail.com)



## Minutes

**DATE:** Monday 2<sup>nd</sup> June 2020 at 1900 hrs

**LOCATION:** Zoom Call

**CHAIR:** Mrs Denny Henderson

**PURPOSE OF  
PARENT COUNCIL:**

The School Boards (Scotland Act) Act 1988 and subsequently the Scottish Schools (Parental Involvement) Act 2006 established partnership bodies of parents, school staff and co-opted members involved in the running of the school. They have a number of specific statutory rights and obligations. The main function is to promote contact and the exchange of information between the school, parents and the wider community. They should help to improve parents' understanding of what the school is trying to achieve, and they should carry out all their functions with a view to raising the standard of education at the school.

Present		Present		Apologies
Class	Name	Class	Name	Name
Nursery	Georgina Rodgers	P4	Allyson Gilchrist	Lynsey Williams (P1)
Nursery	Catherine McLatchie	P4	David O'Gorman	Melanie McPhail-Smith (P1)
Nursery	Krys Kujawa	P4	Kari Gillies	Maaham Ahmed (Nursery)
P1	Ailsa Munro	P5	Denny Henderson	
P2	Dawn Jamieson	P5	Gillian Plews	
P2	Conor Murphy	P5	Fraser Strachan	
P2	Jenny Andrew	P6	Karen McGrady-Parker	
P3	Michelle Wilson	P6	Wendy Durie	
P3	Beverly Stoner	P7	Adele Thomson	
P3	Lisa Selman	P7	Alistair Gibb	
		HT	Sheena McGuigan	
		DHT	Kimberley Slorach	
		DHT	Claire Jamieson	

1.	<b>Welcome and opening remarks</b> Thank you to the staff for all the work that they have been doing to keep everything going, everyone really appreciates it.
----	---

*Treasurer's report*

	£	£
Balance at 9 January		8,781.28
<b>MONEY OUT</b>		
Money returned to school	126.20	
Cheques cashed	392.46	
Skills Academy – term 3	200.00	
Trip subsidies	264.00	
Outdoor storage	2,274.00	
DJ for Ladies night	<u>170.00</u>	
		(3,426.66)
<b>MONEY IN</b>		
Waitrose	300.00	
Easy Fundraising	<u>30.81</u>	
		330.81
Balance at 2 June 2020		5,685.43
Add: DJ refund		170.00
Less: Loch down lodge expenses		(73.33)
Balance available at 2 June 2020		<u>5,782.10</u>

*Other meetings attended*

Denny has attended 2 online Connect training session – one on running online parent council meetings and another more general catch up. Connect ran a parent survey in April which highlighted national issues with “home school” including lack of communication from local authorities/schools, lack of devices and more serious matters such as child poverty. Results of this survey were share with Education Scotland and local authorities. Connect are running another parent survey which closes on 30 June. There have been over 2,000 responses already. The current survey is studying parents’ feelings regarding children going back to school in August. Of the responses so far, 60% are comfortable with the children returning in August, but 20% of parents have significant concerns if children only go back part time. Connect are meeting Education Scotland this week to share the interim responses and parents are encouraged to complete the survey.

ERC Education Department has organised a Teams meeting to talk about the recovery plan with PC chairs on Monday 8 June.

*Minutes of previous meetings*

The minutes/notes from the meeting on 6 May were issued along with Mrs McGuigan’s weekly update which seemed to work well. The February minutes will be finished and sent out soon for approval.

2.	<p><b>Head Teacher's Update</b></p> <p>Mrs McGuigan appreciates there are a lot of questions at the moment and a longing for an update. She can only give us an update when she has solid information to hand out as she doesn't want to retract any info at any point. Info is changing very quickly, and the schools find out things at quite short notice. Normally children would find out their next teacher in the last week of term.</p> <p>All pupil reports have been received by parents/carers. First experience of electronically issuing reports went well as only one incorrect email address in 460 reports issued. Office staff did a great job! Please could parents respond to form issued electronically confirming receipt of report and providing feedback.</p>
3.	<p><b>P1 Transitions</b></p> <p>There will be 71 children starting in P1, from 13 different early learning establishments. P1 classes will be situated in the current nursery area. There will be a slightly different transition model for the children who attended Crookfur Nursery, and are therefore familiar with the setting, and the children coming from the other establishments. Nursery staff will also support transition for children who attended Crookfur Nursery but will be going to another school.</p> <p>There will be 3 sessions of an hour or so for children who attend Crookfur Nursery. 1<sup>st</sup> will be a play to reconnect with nursery and keyworkers, 2<sup>nd</sup> will have P1 teachers in planned class groups, session 3 will be a form of leaving ceremony. Planning will take account of the arrangements of other primary schools to avoid a clash and to enable Crookfur staff to support children during these sessions. Children who do not currently attend Crookfur Nursery will also have a transition session with their new P1 teacher and classmates. There is going to be 3 classes of P1, (2 classes of 24 and one class of 23) and they will be based in the current Crookfur Nursery area, one class in each bay. Parents will receive further transition information next week.</p> <p>The school can't guarantee that friends will be kept together, but they will try. There is a lot to factor in when allocating classes, for example girl and boy ratios.</p> <p>With social distancing currently in place, advice from East Renfrewshire Council is that parents should not enter school grounds or school buildings. Mrs McGuigan has had discussions with Health &amp; Safety Officers to request that parents of children in P1 and P2 are allowed to enter the grounds to drop them off and pick them up. The distance from the school gate to the school is much greater at Crookfur than in some other schools.</p> <p>Parents will not be allowed to go into the school building during transition in June or the first day of school in August. Mrs McGuigan understands how painful this might be, but she doesn't have the power to change this rule. There will be various well-thought-out activities to draw children into the school, like bubble machines etc.</p>

	<p>Mrs McGuigan confirmed that children will be expected to wear school uniform when starting back in August, however they will not be required for the P1 settling in / transition sessions. The school have worked with other schools to ensure Crookfur transition sessions are not going to clash with the other schools, so that the key workers from the various early learning establishments can attend Crookfur to help the children settle. Transition/Induction information for parents will be online for parents. The school is aware that some children may not be able to attend transition sessions due to shielding etc, and are working on ways to accommodate this such as video messages from new teachers for children and photographs of the school.</p> <p>Mrs McGuigan stressed these are extraordinary times and this is not normal. They are trying their hardest to make this work and to make it as easy as possible for all the children. The fact we are getting this opportunity for transition visits is a good thing as we didn't know we would get this chance.</p> <p>Parent questions:</p> <ul style="list-style-type: none"> <li>• <i>Will there be Pupil Support Assistants since the class sizes are large in Primary 1?</i> The answer is unknown as Mrs McGuigan doesn't have the hours yet for PSAs. Initially because of the staggered start there will only be 12 children in at any one time, which should help with settling. The needs of the children will dictate.</li> <li>• <i>Will there be info sheets or similar from parents sent in, so the teachers know what the children have been doing over the past few months to help the children communicate and settle?</i> Mrs Jamieson says Profiles will be used and updated, any photos from Twitter etc will be printed off and used to update the profiles.</li> <li>• <i>Will there be social distancing measures in place for the pre-schooler sessions?</i> Mrs McGuigan advised that by reducing the number of children, naturally that will reduce the risk of and opportunity for infection. She referred to a video by Jason Leitch (Scottish Government's National Clinical Director). Staff will care for the children as they usually do. There will be more structure in place regarding activities – rotational bubbles as opposed to free flow. Continuous cleaning presence throughout the day. The children will attend in their groups for each session, that way there isn't too much mixing. When they meet their teacher, however, they will be mixed. Mrs Jamieson advised that staff would try to train the children to be vigilant and safe regarding washing, not wandering into toilets, monitoring will take place, outdoor learning will be encouraged. Each group and key worker will have a bay each to help social distancing.</li> </ul>
4.	<p><b>Primary 7 Transitions</b></p> <p>The vast majority of the current P7 classes will go to Eastwood. There will be 4 sessions, two in each week. The first two will take place in Crookfur, the 3<sup>rd</sup> in Eastwood (with Crookfur teachers going with them) and 4<sup>th</sup> session back in Crookfur as a farewell. The 3<sup>rd</sup> session will be a whole afternoon in Eastwood. Eastwood will advise whether they will attend on Tuesday, Wednesday or Thursday and they will attend with their actual pastoral class for S1. They will get their timetable, a meeting with Pastoral Care and a period or 2 in a couple of different subjects.</p>

There was a meeting with P7 staff yesterday to plan the 3 sessions at Crookfur. One P7 class will attend in the morning and the other in the afternoon. There will be end-of-year type of activities as usual, a performance, work on yearbook, and a socially distanced opportunity to sign shirts.

End of year activities such as the dance will take place as soon as they are allowed. The Celebration of Achievement will be done virtually – probably in a similar way to the assemblies

Refunds for Lockerbie Manor were paid into ParentPay today and can be transferred out by parents. The deposit money which has been paid to Lockerbie Manor will be refunded by them in July.

P7 staff and Mrs Slorach will pop into Eastwood during the first week back in August to check on the children once they started.

Mrs McGuigan thanked everyone for the feedback about the virtual residential, it was good to hear that everyone appreciated it and enjoyed it. Parents reiterated the thanks of P7 and how much they really enjoyed it.

Mrs McGuigan asked if there is any opportunity to get Autograph books again.

#### **ACTION – Denny to arrange for Autograph books**

If children can bring in shirts etc for signing, they can be brought into school during the week of 15<sup>th</sup> of June, then they can be sat out for anyone to sign as they pass and also a safe period of time can pass before distribution back to the children to keep everyone safe.

Mrs McGuigan says hoodies and school ties for S1 will be received before the children attend later in the month. Due to Health and Safety requirements, Mrs McGuigan can only supply hoodies with drawstrings removed.

Mrs Slorach has been talking to Deputy Head at Eastwood about the classes and sessions. The kids will move around the session with their pastoral classes, so they get to know as many of their new classmates from other schools as possible.

Details of the arrangements for P7 transition will be emailed out shortly. They will also be put on the Google classroom, so that P7s are told at same time as their parents.

Parent questions:

- *Is there any way other year groups can send messages to the P7s/prefects?* Mrs McGuigan says she would like to add them into the Celebration of Achievement. The school will consider how this might be possible, perhaps children could submit videos via Google Drive for P7 if they want.
- *Can a P7 attend the transition sessions if a member of their household is shielding?* As long as the child practices the appropriate hand washing and hygiene measures it should be ok, but if the household is all shielding, then it would be wise to seek medical advice.

	<b>ACTION – Mrs Slorach will look into the school year groups saying goodbye to P7.</b>
5.	<p><b>Family Centre</b></p> <p>Early Years admissions issued letters to parents with children attending nursery in 2020/21. The Crookfur Family Centre will not be complete by August, so children have been temporarily allocated a place at either Calderwood Lodge Nursery, Maidenhill Nursery or Hazeldene Family Centre. The numbers are quite evenly split across the 3 nurseries, taking account of the requested attendance models. The Family Centre staff will also be attending the new nurseries.</p> <p>There will be meetings with the other nurseries to make a plan. Crookfur Family Centre staff will be spread across the temporary nurseries but the allocation of staff has not yet been confirmed. Mrs Jamieson does have a list of which establishment each child will attend and will work hard to make sure they know a member of staff allocated. As the groups were paired for the 2019/20 session, children already know two key-workers well and they will use that to try to ensure all children have at least one member of staff that they know well at the temporary placement. There will be transitions to the FC when it is ready/safe to do so as was previously planned before. It will be looked into whether a child can stay at the temporary nursery if they decide they like it there and don't want to move to the Family Centre. Original completion date was approx. 19<sup>th</sup> June. The school will also need a few weeks to set up the nursery before children attend. Crookfur is being prioritised for completion.</p> <p>Parent questions:</p> <ul style="list-style-type: none"> <li>• <i>Is there a timescale yet for the FC being ready?</i> – Mrs McGuigan doesn't know this yet. As soon as the construction workers are allowed in to assess what still needs done, a completion date will be given.</li> <li>• <i>Will meals be provided in the other nurseries, if the kids are in all day, what snack options will be offered?</i> Unknown yet.</li> <li>• <i>Are nursery children attending 5 days a week even if this isn't the case for children at school?</i> Still at planning stages. It will be dependent on numbers and subject to risk assessments being carried out.</li> </ul>
6.	<p><b>Next Term</b></p> <p>Mrs McGuigan can't answer many questions about August yet. The model publicised by Glasgow City Council (children attend either Monday/Tuesday or Thursday/Friday with a deep clean on Wednesday and at the weekend) is being considered in East Ren, but other options are also being looked into. The Health and Safety Assessments that are happening in each school across the authority will play a large part in deciding.</p> <p>Decisions about the model of attendance during the period of blended learning is likely to be decided at authority level, with the majority of schools adopting the same model. Mrs McGuigan understands that parents have requests regarding when their children attend and she would like to consider parents' requests but she won't be able to guarantee them. It is expected that all siblings will attend school on the same days (across early years, primary and secondary school) when the blended learning model starts in August and this and safety will take priority when</p>

allocating children to the model once finalised. Staffing will affect a lot as well, as will size of classroom etc.

The roll of the school will increase for 2020/21 as ERC has offered places to children in the Crookfur catchment who were currently on a waiting list. This has become possible due to the additional space in the school due to the use of the former nursery area.

For 2020/21, Crookfur will have the following classes:

P1 – 3 classes

P2 – 3 classes

P3 – 2 classes

1 x P3/P4 composite class (max size of 25 but probably around 20 in this class)

P4 – 2 classes

P5 – 2 classes

P6 – 2 classes

P7 – 2 classes

In the past we have had large classes and 2 teachers, but that has its own challenges. This year it has been decided that a composite class will be more suitable. Children going into the composite will be decided based on many factors, for example age, friendships, learning groups etc.

Teachers have put in their preferences for which class they would like to teach next year, these haven't officially been allocated yet. Mrs McGuigan knows there is a preference to keep the same teacher as last year, this won't be possible for all classes. There are a lot of factors such as contracts to bear in mind. There will be some staffing news soon regarding Maternity leave etc.

All of the current Primary 1 will be reclassified into their new P2 classes. The teachers will coordinate as to who would be best to put where. Friendships, boys and girl mixes etc will be kept in mind. They will be announced soon which class the children will be in. Due to GDPR requirements, permission will be asked of parents if people are happy for their child's name to be included in the class list and for this to be sent out to parents. Parents can say no, in which case their child's name won't be visible on this sent out list.

All classes from P1-4 will be reclassified, i.e. children will be reallocated to new class groupings. The older classes won't change.

Initial plan is that primary 2 will be in current P2 classrooms and the third P2 class will share the large open plan classroom (current P1 base) with P3. That way all of P2 will have access to an enclosed outdoor area.

	<p>Class teachers, when back at work in June, are going to be focusing on how to reintroduce the children back into school life, to ensure that the children are mentally happy and eased back in.</p> <p>Parents provided reassurance that children are very resilient. The current Primary 4 (when in P1) had a year of moving classroom 3 times and the kids dealt with it all very well and the children barely remember it now.</p> <p>Parents questions:</p> <ul style="list-style-type: none"> <li>• <i>Will MACS be running in August?</i> Macs have been running throughout lockdown and have been based in the hubs, so they are already up and running. They will probably want an area of the school that is not being used for anything else and this will be discussed between the school and MACS. Any questions re MACS should be directed to MACS as it operates separately from the school.</li> <li>• <i>Will MACS be free for Keyworkers come August; they are currently free during the summer months for Keyworkers?</i> Contact MACS for further information as Mrs McGuigan doesn't have that information.</li> <li>• <i>What is the exit strategy from blended learning to full school attendance?</i> ERC has a 4-phase plan which covers gradual increase in school time alongside gradual relaxation of lockdown measures. There are no dates for this, as the easing of restrictions will depend on the control of the disease.</li> <li>• <i>What tasks to do you envisage children having to complete on the days they are not at school and how much parental support will be required? Will there be staff on line to support the children?</i> Work set for home will follow on from teaching in school. There will be some online presence from teaching staff, however they will increasingly be teaching in school.</li> <li>• <i>Will there be restrictions on what children can bring to school, school bags, pencil cases etc?</i> This will depend on the risk assessment, but it would make sense for children to bring and use their own individual equipment.</li> <li>• <i>Will childminders be allowed to drop off and collect at school?</i> Childminders and/or other carers will be allowed to drop off and collect, however, only P1 and P2 parents/carers will be permitted to enter the school grounds to drop off and pick up.</li> <li>• <i>Are there any plans for running digital lessons via Teams?</i> ERC are developing a vault of recorded lessons</li> <li>• <i>What happens if a child has to self-isolate due to a positive household test?</i> Awaiting guidance from the Scottish Government and Health Protection Scotland in relation to test, trace.</li> <li>• <i>Will the school estate be increased by the use of temporary accommodation to increase the number of children able to attend?</i> No plans for this at present</li> <li>• <i>Will Google Classrooms be kept open over the summer to allow children/parents to look over the material and suggested activities?</i> Yes</li> </ul>
7.	<p><b>Other Questions</b></p> <ul style="list-style-type: none"> <li>• <i>Will classrooms be cleaned down in between groups/cohorts?</i> Yes, there will be ongoing cleaning in place, wiping down of door handles etc. Children will probably be allocated their own scissors/glue sticks etc and bring in their own pencils etc. Plans are being worked out at the moment about how to make the school safer, for example doors being kept open so handles don't have to be touched. There is a question about how to make toilets</li> </ul>

	<p>safe/hygienic. Limiting the number of children using them will be the key, this will be aided by the attendance numbers being reduced. The Authority are also investing in hand washing stations.</p> <ul style="list-style-type: none"> <li>• <i>Do we know if catering will be offering in August for school dinners?</i> Mrs McGuigan doesn't know yet for sure, but she thinks packed lunches will probably be suggested at first. However those who are entitled to free school meals, will still be provided for (currently this is achieved by providing packed lunch supplied to children's homes).</li> <li>• <i>A parent whose children will be attending the hub from next week wants to know where to attend?</i> Mrs McGuigan advised the Mearns North Hub at St Cadocs closes on 5 June and will operate back at Crookfur from 8 June. Parents who are both key workers should currently receive a weekly email to book into the hub. The roundup email said that if circumstances have changes, to the contact the school to book into the hub and they will be added into the list which allows you to book in for when you need.</li> <li>• <i>Is there other transitional events happening in August if the children aren't able/don't want to attend in June?</i> Mrs McGuigan says that there will be virtual activities such as videos, but there won't be any other settling in sessions in August. However, she stresses that everything will be very gradual, and the kids won't feel like they are in at the deep end at any point. Everything will be at a slow pace regarding starting in August.</li> <li>• <i>Is there a way for children to say goodbye to staff members who are leaving Crookfur e.g. NQTs?</i> Mrs McGuigan isn't sure that this can be offered (a meet with the children), however cards etc can be passed on. Mrs McGuigan also thinks that a face to face (socially distanced) meeting may be more upsetting for the children.</li> <li>• <i>Has the council suggested when they will decide what model will be offered in August?</i> Mrs McGuigan doesn't know and says it will be announced by the Council as opposed to each school.</li> <li>• <i>Is the 11<sup>th</sup> August date set in stone for schools reopening?</i> Mrs McGuigan says they are working off the 11<sup>th</sup> but again it's not official yet. [Letters issued by ERC to parents after this meeting confirmed reopening for pupils from 13<sup>th</sup> August.]</li> <li>• <i>Is it an issue if a child isn't there for the first few days of school seeing as the schools would be going back early and people may have made prior arrangements?</i> No this won't be an issue.</li> <li>• <i>Will keyworker children be given provision for 5 days come August?</i> Yes, but only for families of 2 keyworkers.</li> </ul>
8.	<p><b>DATE OF NEXT MEETINGS</b></p> <ul style="list-style-type: none"> <li>• Parent council – to be confirmed but it will be before the end of term.</li> </ul>