

## Crookfur Primary School Parent Council



Website: <https://blogs.glowscotland.org.uk/er/Crookfur/parents/parent-council/>  
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### Minutes for Parent Council meeting

**DATE:** Monday 4<sup>th</sup> December 2023 at 7pm  
**LOCATION:** Eastwood High School  
**CHAIR:** Kari Gillies  
**PURPOSE OF PARENT COUNCIL:** The Scottish Schools (Parental Involvement) Act 2006 required every school to have a Parent Council. The main aim of a Parent Council is to try to represent all parents/carers, help the school community be successful and support improvement where needed.

Role	Name	Present	Apologies	Role	Name	Present	Apologies
P1	Laura Imrie		X	Fc/P5	Melanie McPhail-Smith	X	
P1	Fiona Obhi	X		P5	Jenny McLellan		X
P1	Preeti Fordyce	X		P5	Ailsa Munro	X	
P2	Cindy Paton	X		P7	Laura Crichton	X	
P2	Samra Naureen	X		P7	Beverly Stoner		X
P2/6	Catherine McLatchie		X	P7	Michelle Wilson		X
P3	James Campbell		X	Co-op	Kari Gillies	X	
P3	Krys Kujawa	X		HT	Sheena McGuigan	X	
P3	Jenni MacKinnon		X	DHT	Kimberley Storch	X	
P4	Maaham Ahmad		X	DHT	Claire Jamieson	X	
P4	Amna Munir		X	CLLR	O'Donnell		X
P4	Sarah Staff	X		CLLR	Buchanan		X
				CLLR	Morrison		X

Also attending Mrs Fry to talk to us about PEF.  
 (Online - Sarah, Samra and Cindy)

#### 1. Minutes of previous Parent Council meeting

- Approval of minutes from October meeting – still to be approved (by Friday)
- Actions arising from previous meeting:

ACTION	Circulate info re RSHP Consultation	Kari/Weekly Round Up
ACTION	Send out link to the document on the UNCRC	Kari

- Actions outstanding from earlier meetings:

ACTION	Keep dialogue with the Parent Forum about what we can do to improve engagement	All Reps
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ACTION	Prepare Child Protection policy based on Connect guidelines	Melanie
ACTION	Email Councillor O'Donnell re Eastwood capacity and Crookfur extension provision	Kari
ACTION	Review Connect's "Health Check" resources	Jenny/Bev
ACTION	Provide photo to Kari if have not already done so	Reps
ACTION	Provide consent to PC policies (circulated previous school year)	All Reps

## 2. Recent meetings and events

- Update from ERC Focus Group regarding Organisation of classes*  
 Reps attended from various schools. There seemed to be a wide variety of experiences regarding how each school does things. Main themes: managing parents' and children's expectations and ensuring good communication (method, style and content), transparency where possible regarding reasons behind changes. There are many things that schools can't communicate because they don't know yet, however it would help for parents to understand the timescale and high-level process for the HT. Timing is affected by the allocation of NQTs, this has been getting later with every year, so the allocating of classes and teachers gets delayed because of this. Mrs McGuigan said that feedback from upper school parents, who have experienced composite classes for a few years, is positive as it increases the friendship circles for the children. This can help ease transition to high school.  
 ERC draft guidance should be shared at the next Parent Council Chairs' meeting in February. Thanks to Laura Imrie who shared her opinions/insight with Kari as a deputy head in Glasgow prior to Kari attending the meeting.

Catherine attended the Recruitment & Selection session for recruitment of management level staff. This means that we now have 3 trained PC members.

## 3. Financial Report

### 3.1 Financial report since the last meeting

		IN £	OUT £	BALANCE £
<b>Balance at 12/10/23</b>	Disco	1073.09		
Money in	Easy Fundraising	39.77		
Money out	School Badges		286.00	
<b>Bank balance on 4/12/23</b>				10,740.62
Money already assigned	Coffee Jugs		50.00	
	New Outdoor area		5000.00	
	Mrs Rattray fund		579.06	
	K-nex Kits		600.00	
	Charity boxes		17.00	
	Refund expected – fun day expenses	265.57		
<b>Available to spend</b>				<b>4810.13</b>

### 3.2 Spending approved out of meeting

- None

### 3.3 Funding Requests from the school

- Santa books for Primary ones (part of the standing recurring items). Another standing item is Christmas crafts.

## 4. Parental Involvement & Engagement – action plan for 2023/24

### 4.1 Health Checks

Still being worked on.

**4.2 Parent/carer questionnaire results**

Survey circulated at parents' night – 184 responses received in total

- Coffee and chats with workshops included were the most popular
- Curricular events (maths and literacy) were the most requested
- Evenings 6.30 till 8.30pm were the most voted for
- Management will review the results and see what they can organise. This may be Crookfur-specific, or it could become a Cluster event.
- There was a discussion about how best to run these – how interactive they are, if it's maths and literacy then they would need to be grouped by ages/stages

**4.3 Review of types of info parents would like to receive, via which media and PC members' role**

- No PC members have anything to report from their groups, no one has asked for any specific information.
- Krys mentioned that homework is generic in what the google doc tells you to do (it is up to the child to remember what page they need to do)
- Laura felt it would be good if the homework could give an example of the calculation and layout expected.
- Mrs McGuigan will look into this as the homework set on google classroom should provide all the required information for homework to be done.
- Kari clarified that although class/year group whatsapp groups are created by PC members for ease of admin, they are not owned and managed by the parent council but all parents in the group.

ACTION	Check that all homework docs provide the relevant information such as page numbers	Mrs McGuigan
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**5. Scottish Government Consultations**

**5.1 Delivery of relationships, sexual health and parenthood (RSHP) education in schools**

Crookfur decided this was individual opinions and not to do a school survey/submission. ERC had tried to arrange a meeting of PC chairs to gather views, but most said they didn't feel it was appropriate or realistic to give a collective view of the parent forum on such a personal and sometimes divisive topic.

**5.2 Education Reform – A consultation on the provisions of the Education Bill**

Closes on 18th December. In March 2022 the Scottish Government announced that the Scottish Qualifications Authority (SQA) would be replaced with a new qualifications body. It also announced its intention to establish a new independent inspectorate whilst also needing to understand how best to align education inspection with the wider inspection system. Previously the unit was responsible for both setting standards in teaching as well as scrutinising, it is felt these should be two different agencies. Kari asked if anyone would like to look into the consultation – there were no volunteers.

**6. Pupil Equity Fund**

- External funding from government. Small budget used to target the effect of financial differences on children's learning and attainment. Used to fund Mrs Fry's position. Many of the initiatives will indirectly benefit a wide range of children in the school.
- Looked at data to identify where and how most effective to target the funding. Maths was the area showing the need for most support. Mrs McCarra is running numeracy groups with P2-4 to support learning. She is also creating packs to be sent home and will run coffee and chats to support parents with the numeracy. Assessed before and after to track progress.
- Utilised circle approach - last session the class teachers allocated learning groups/levels so that the new teachers after summer holidays could work on appropriate learning levels straight away and didn't need to spend the weeks learning about levels to create the groups.
- Various groups created to aid children's development, i.e. nurture, skills and friendship groups.
- Support will be targeted to ensure those who need extra support get it, to ensure the attainment gap doesn't increase more. Ensure PEF-identified children are prioritised and included in afterschool/lunchtime clubs.

- The Family Centre will play an important role in helping children hit milestones sooner.
- A cost of the school day group has been formed and a survey will be sent out to the parent forum to help raise awareness that the school is there to support any family who may be struggling.

## 7. Parent information regarding bullying policy

- Anti-bullying week in November launched the topic and provided a platform that is then continued through the school year. Used the school values as the focus.
- There is an annual update of the anti-bullying policy. The Guide for Parents was shared with the Parent Council for feedback and review.
- The guide teaches parents what to look out for and how to support their child. It also explains what will happen in the school, what the procedure is to look at the reports of bullying type behaviour.
- Important message is that bullying disempowers children, and they must be helped to gain back a sense of control.
- The school wants the child to have a say in how the problem is dealt with. The Pupil Council are going to help create a child friendly version of the guide.

ACTION	Feedback of minutes and Anti bullying guide to be provided by Friday 8 December.	PC Reps
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## 8. Head Teacher Report

8.1 *School roll* Crookfur PS – 505, Family Centre - 144

8.2 *Staffing* – Miss Doig has now been made permanent. Mr Wilson is returning to the school. There has been a lot of staff absences due to illness recently. New PSAs - Miss O'Reilly has been appointed temporarily, Mrs Bhomwick has been appointed through Scottish Government funding.

8.3 *News and events* – as per weekly roundup.

- Discos were last week.
- P1, P2 and P5 Christmas concerts will be held before end of term.
- P4 are finishing their swimming at the moment.
- Lots of focus weeks have been lately.
- Baptist Church has visited assembly once per term.
- Parents 'evenings have been caught up on.
- P7 residential information evening.

8.4 *Budget*

- Settlement in the new year, so ERC doesn't know yet what the settlement will be. Expected to be a flat cash settlement, but due to pay awards this could mean a reduction in other areas.
- Psychological services data shows a significant increase in referrals and in the level of additional needs being experienced. 34% increase from Early Years establishments. Therefore, disparity between flat funding and additional demand leads to effective reduction in funding. Similar situation with PSAs in schools.
- Over the past few years, the amount of savings that the school must make has increased a lot. The schools' reserves are being depleted trying to support budgetary constraints.

## 9. Questions from the Parent Forum

- Why has Sumdog not continued?
  - School still has access to Sumdog but not using for homework.
  - Homework programme was reviewed last session 2022/23. This is because there had been a slight decline in mental maths attainment which Mrs McGuigan believes was due, in part, to a lack of variety in mathematical language in homework tasks.
  - Initial quote for annual subscription renewal was £1785 (£3.50 pp). This was 134% increase on the previous year. After some intense negotiation we have now been quoted £742.50.
  - In the current challenging financial climate, I am not certain that we will continue to subscribe beyond the current year.
- Has there been a change to what paint is being used as it isn't coming out in the wash?

- Acrylic paint is generally washable with warm soapy water while it is still wet. If the child did not notice and the paint has dried then this will be more difficult to remove.
- Reminder issued to all staff to ensure children are removing jumpers/hoodies and rolling up sleeves as well as wearing paint shirt/apron if engaging in these activities.
- Office will investigate whether washable paints can be purchased however current paint stocks would need to be used. Teachers will speak to children about taking care while completing tasks, to ensure that the paint goes on paper and not on uniform.

## 10. Subcommittee Update

### 10.1 Diversity Group

Now made up of four subcommittees with parents and a member of staff in each one: Cost of school day; Antiracism/cultural awareness, LGBT/gender stereotypes; Supporting Neurodiversity.

### 10.2 Fundraising and Social Group

- School discos were well attended, raised £1,250, good feedback for new DJ from children and parents.
- There was a recruitment drive for the group at the discos, we are awaiting hearing if any new members volunteered. Many of the core group have P7 children and will be leaving at the end of the school year, so urgently need influx of new members from lower school.
- Series of exciting events planned for 2024 including: a social evening for parents to meet and let their hair down; a sponsored fun event for the pupils; a Spring Disco and the ever-popular Summer Fun Day.

## 11. Any other business

None

### Date of next meeting

- Parent Council – 18<sup>th</sup> January 2024
- Diversity Group – 30<sup>th</sup> January 2024
- Parent Council Chairs - 7<sup>th</sup> February 2024
- Fundraising and Social committee – TBC
- Equalities Forum - 17<sup>th</sup> January 2024
- New ERC Equalities Forum - TBC

Kari Gillies

Chair – Crookfur Primary School Parent Council