**OLM Parent Council**

***23rd May 2023***

**Minutes**

Attendees:

Anne Marie O’Brien – Co Vice Chair

Cristina Scheeffer -Co Vice Chair

Jon McGrane - Secretary

Angela O’Connor – Depute Head Teacher

Nicola Cochrane - Depute Head Teacher

Karen Cumming - Depute Head Teacher

Cara Healy

Maria McDonald

Lynne Foley

Ruth Elliott

On line:

Christopher McLaughlin

Emma Simpson

Ousman Khan

Amira De La Iglegas

Apologies:

Catherine Dillon Ruddy – Head Teacher

***Last Meeting Minutes & Update on open actions:***

*Action - Follow up on Path maintenance:*

Now know owner of path but have no update on when it will be maintained.

New ACTION: School to provide contact details for the lane

*Action - Dyslexic support:*

* + School responded best way to support was through Dyslexic Scotland and East Ren Council
	+ Reluctance to set up School ‘parent to parent’ support group I don’t think ‘reluctance to’ sounds good. What about ‘parent to parent’ support groups can sometimes cause further anxiety as dyslexia support not a one size fits all approach
	+ School have sent out some Tweets in recent weeks
	+ Suggestion to add links / articles in School Newsletter

Previous Minutes proposed by Cristina and approved by Jon

1. **Future of the PC & PSA**

Discussion on proposal to merge the Parent Council (PC) and Parent Student association (PSA) for the new school term. This is driven by the shortage of parent volunteers currently attending both committees, and the fact that a lot of the current members of the PC are also on the PSA

Under the proposal the PSA and the Outdoor Committee would be formal sub committees of the PC

The next step would be to produce a formal proposal and share it with the school

ACTION – Cristina, Jon & Lynne to get together a develop a proposal for the new school term

It was acknowledged that the recent School Fete (organised by the PSA) was a great success, however it still relied on a small number of volunteers prior to and on the day.

Unfortunately a number of parents cancelled on the day.

1. **Bus / Travel policy**

A discussion was had on the on Bus Policy and specific questions raised by parents whose child had an incident at the start of term last year

It was agreed that a meeting would be organised between the school and the parents to discuss the specifics.

 ACTION – Mrs O’Connor to contact the parents directly and arrange a meeting

Mrs O’Connor provided background information on the current arrangements for school bus travel

* + Applications for bus travel are through SPT and not the school
	+ The school does not coordinate directly with the bus company
	+ The school is following up with East Ren. Council to get details for new term – including confirmation that the bus company will be the same
		- the information given to the school regarding the bus company, drivers, etc is passed just before the start of term
	+ P1 – P3 are given stickers at the start of term. P1 have been given coloured badges this term. Staff rely on a register.
	+ The school plan to update the P1 induction and handbook on the School bus process, to provide more details and to also discuss with older children at assembly

It was suggested the school provide bus numbers to parents prior to the first day – school do not always have this information

It was acknowledged that logistics are difficult due to late changes from parents altering plans - often late in the afternoon.

1. **Diocesan Update –**

Chris provided an updated on the **Paisley Diocesan Parent Forum** meeting from the 15th May:

* **The Travelling Crib** for P2 pupils had had a huge impact. Families had shared their photographs of their children praying in front of the crib on social media. All families had taken part, including non-Catholic families. One school reported that a family had returned to Mass as a result of the experience. Some schools were now planning to extend it to other stages next Advent.
* All schools have reported that they are taking part in the **33 Day Consecration**. Some are working with P7, others P6, one with P4 and one from P1-P7. Discussion which followed talked about the desirability of schools following up the Consecration by setting up Rosary Groups. St Paul’s Primary has recently shared information about ‘Our Lady’s Prayer Bag’ which goes home to families during May (similar to the Travelling Crib).
* **Church Approval and the Role of the Church Representative on Interview Panels**
* **The Strategic Pan, 2023-26** - Presentation of Strategic Plan for what the diocesan will be doing in the next few years
* **Sharing Practice on Involving Young People in Parish Life**

Chris asked for any topics that need to be escalated to the Diocesan Council be brought to his attention.

1. **2023/24 Staffing and Class Changes**

An update was provided on changes to classes (reclassification) in the new school term.

All current P.1’s to P.3’s will be reclassified:

* Current P1 - 6 classes to 4 classes
* Current P2 - 4 classes going to 4 different classes
* Current P3 – 5 classes to 4 classes
* Current P4 – not changing
* Current P5 – not changing
* Current P6 to go from 4 classes to 5 classes
	+ An additional teacher in P.7 – will mean 5 P7 teachers in the new term

Next session’s P7 pupils will benefit from getting to know children across the stage before they go to high school. Members of the parent council saw this to be a positive for this group of pupils.

Communication will be sent out to the parents of all impacted children.

The staff will coordinate all the class changes, and ensure children are moved within appropriate friend groups.

The School asked for the PC’s support in managing the WhatsApp communication and reassuring the parent body. The teachers are best placed to know the children academically and socially.

1. **Head Teacher Report**

Mrs O’Connor presented the HT Report on behalf of Mrs Dillon Ruddy:

**Summer fete** – what a tremendous success the Friday event was and moving forward the team have picked up a few tips to make it even better for future. Think we need to look at how to support this event with parent forum as a fair few last minute call offs required many staff to step in. This model can only work if the PSA can rely on the support of the families. Funds going to support resources for the school expressive arts programme and school assessment practice.

**Residential trip**: Mrs Cochrane gave an update on the current position, and the change of location, which will be shared with P6 parents and carers as soon as is feasible (pending authorisation from procurement department and Education Head of Service)

**School Show**: preparation is well underway with staff/pupils/parents supporting the rehearsals and the set/costume design. An ambitious performance and undertaking for the school with special note to Miss Ferris for co-ordinating and P6 for leading. The PC might want to extend a thanks to St Aloysius on behalf of the school for their kind donation of props. We look forward to the celebration of the pupil creativity and talent in June.

 ACTION: Jon to contact St. Aloysius to extend thanks

**Standardised testing**. All assessment data will be used to inform planning and will be reflected in Parents night feedback/report cards as appropriate. Support of PC to reassure parents of process. We intend removing this element from reports as of next year and are currently drafting a revised format for reports which will be shared with PC for discussion at next meeting.

**Budget update**

£114,000 savings to be made by school in session 2023-4

awaiting approval for reading resources funding to be released for P4-7

4 maternity leaves pending and staffing will be addressed by HR in due course to allow the final classification for teachers exercise to be completed for transitions

No vacancies to be interviewed for the next session

2 NQT’s applied for

**Whatsapp groups** – pre agreed protocol to be found and circulated. Otherwise this might be a target for next session as a joint PC/PSA .

ACTION: Cristina to reach out to Gillian Boyle to try and locate Protocol

**Willow Garden:** latest update from council is handover will now be August 2023. I have asked if we can process the order for the outdoor classroom/storage/container, during the summer to allow this to be in place for new term activities. This might be a summer or early term focus for the outdoor group

**Recent School Inspection RRS Gold Award**

Some of the positive comments made during the feedback:

* Pupils are a credit to the school, very confident and articulate
* It is clear that rights are embedded in school curriculum
* Natural links have been made and teachers are using real life contexts in daily teaching
* School ethos and the importance of our faith was clear to see
* Positive relationships are at the heart of everything we do
* Continue to maintain  these high standards and build on the good practice we already have in place
1. **AoB**
* Point raised about **school photographs** and how it was difficult to access on line
* Recent **Science Centre trip** had positive feedback from the children. Having dates sent out in advance helped parents to get organised with work to apply for volunteering.
* The PC acknowledged that this was the last meeting for **Anne Marie O’Brien** and presented her with a small gift to say ‘thank you.
	+ Anne Marie has been a key member of the PC and its sub committees for years
* Proposed dates for next year’s PC meetings:
	+ 5th Sept 2023 – AGM
		- *It is important parents who want to be members of the PC and actively participate in meetings attend this 1st meeting.*
	+ 7th Nov 2023
	+ 6th Feb 2024
	+ 16th April 2024

*Key Links:*

[*school website*](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fprezi.com%2Fview%2F7NdJPDbWt8Z1LkgDGKbc%2F&data=05%7C01%7C%7C20c38df037914b320c3f08dad8642a57%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638060222870457275%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=pBmO%2FPQ0ZqwIB3XRUbAAMYA2etcTskPA6%2BEuAPkPGGg%3D&reserved=0)

[*School Handbook*](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdocs.google.com%2Fdocument%2Fd%2F1-JwG3BGBImxRv1-zn_Q-wCNLzXTV8BdZKqC5Wx3EjwY%2Fedit%3Fusp%3Dsharing&data=05%7C01%7C%7C20c38df037914b320c3f08dad8642a57%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638060222870457275%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=9bCglyyV1JLEy90Kz4FjKvRTmVqhcNGsTBSTsTx219w%3D&reserved=0)