

Annual report Inverkeithing Primary School Parent Council 23/24

With this annual report, the Parent Council provides an overview of activities by the Parent Council during the year.

The Parent Council met regularly during the school year and focused on the following main areas:

- Administrative
- Standards and Quality Report 22/23 and School improvement plan 23/24
- Parent Council engagement
- General matters

Administrative

At the AGM on 7 September 2023, Emilie Nicol accepted the nomination as Chair for another year.

NG and ME agreed to share the secretary's role.

The Facebook group members were reviewed, and any known members without connection to the school were removed. Another review will be carried out this year.

Marianne Edwards stepped back from the Parent Council, and we welcomed Diane Rodriguez and Paris Aitkin as new members.

Data policy (GDPR) was reviewed this year. Copies are available on request.

Standards and Quality Report 22/23 and School Improvement Plan 23/24

The school produces a Standards and Quality Report for the previous school year and a School Improvement Plan for the school year ahead. In the August 23 newsletter, the school shared a parental summary with the parent forum.

During the year, the Parent Council appealed to parents/carers to contact the Parent Council or the school if they would like to volunteer and talk with the pupils about a job, role in the community, or hobby as part of the Developing the Young Workforce initiative. It was great to see the leadership team, teachers and parents working together to organise these exciting opportunities:

- Board games club
- Veterans visits linked to Remembrance Day and conflict studies.
- Paramedics visited Primary 2 classes as part of "people in our community who help us."
- Learning about Ancient Greece and Greek pottery with D Rodriguez (Primary 6)
- Farm visits via the Royal Highland Education Trust
- Visit by Fire services
- Todd from Fife Flyers (ice hockey) talking at the assembly about his job and the sport
- STEM challenge facilitated by Babcock Apprentices (interested Primary 6 and 7)
- Babcock Rosyth Festival of Engineering – all-day school trip (Primary 6)
- Generation Science
- Bike Surgery with thanks to Ryan's Bike Surgery team (interested Primary 5, 6 and 7)
- Micro-bit input from an Ethical Hacker (interested pupils Primary 6)
- Author visits

For the 24/25 School Improvement Plan, the Chair and other Parent Council members attended the Parent Voice group with the Fife Education Manager, Sarah Else. The discussions were constructive, and suggestions have been considered. Parents were asked to provide feedback ahead of the meeting.

Parent Council engagement

P1 transition

On 30 May, the Chair introduced the Parent Council to parents/carers at the school's welcome evening event for Primary 1 and outlined its role and how parents/carers could engage with the school. A QR code was also put up at the school's entrance.

In August 24, the Parent Council welcomed P1 parents to the school with a small gift and information leaflet with key information about the Parent Council.

P7 transition to Highschool

As a Parent of a High School pupil, the Chair attended the Parent Partnership group meeting at Inverkeithing High School on 28 May and liaised with P7 parents and the Primary school to ensure appropriate communication on transition activities.

Cuppa & chat

The cuppa and chat event was a trial to see whether there is an appetite to share ideas with other parents and the Parent Council in a more informal setting. Future events may be considered.

IPS Uniform Swap Shop

The IPS Uniform swap shop Facebook group was created on the back of Covid but isn't used much anymore. This year, we will decide whether keeping a separate Facebook group is worth it.

At the start of the year, we helped the school sort lost property ahead of shared finish. With only a few committee members, this didn't happen later in the year.

Social and fun events/fundraising

The Parent Council supported initiatives organised by the PTA team and continues to provide a communication platform via the Facebook group. The PTA successfully organised and hosted several fundraising and social events throughout the year. A big thank you goes to the PTA team and the additional volunteers; these events would not have been possible without them.

The Parent Council also holds bunting that are hung up for the Inverkeithing Children's Gala.

Other general matters

The Parent Council considered several views raised by parents and by the school:

- The Facebook group enabled parents to raise questions on school processes/communication, and in most cases, other parents were able to help.
- Outdoor learning: Outdoor learning is mainly teacher-led, using RSPB Challenge resources. When a specific project was in mind, the Parent Council offered to help with grant applications.
- Notice board: A new notice board is now set up for P1-3 parents. Look for it on the side of the school, just around the corner.
- Adverts from local clubs: These are directed to the school/Active schools to consider whether free sessions would be accessible to children who otherwise could not access the activity.
- Communication with non-English-speaking parents: The school learns who has English as a second language as part of school enrolment, and support is available when filling out forms. Community interpretation services are also available if required.
- School crossing patrol officers: Inquired with the relevant department. This is still ongoing.

I would also like to thank the Parent Council committee members for volunteering their time and ideas. Last year's activities would not have been possible without them. Many thanks also to all parents who shared useful information via our Facebook group. Finally, I would like to thank Mrs. Gardiner for her support in Parent Council matters.

Emilie Nicol (Chair)

Inverkeithing, 5 September 2024