Largoward Parent Council Meeting

# AGM

**Date**: Tuesday 29 August 2023

**Time**: 18:30

**Location**: School

# In Attendance

Chris Law (Chairman), Adam Lawson, Donna Bain (Headteacher), Stuart Stenhouse (Secretary), Rebecca Murdoch (Treasurer), Jen Smith-Spiers, Ben St John Taylor

Apologies – Leanne Law

**Chairman’s Report**

Chris reflected on all the success from the previous year including the particular highlight of the Christmas Fayre which brought in a substantial amount of money for the PTC and fund the new SMART TV for the school. Additional events included the Easter Egg hunt, Halloween Party, garden tidy.

Other notes included funding for the leavers hoodies. Also wanted to reflect on the positive experiences at open day events, sports day and the leavers assembly.

It was also nice to have a new member attend the meeting.

**Secretary’s Report**

Previous minutes sent. Gambling license is due for renewal, cheque has been issued for £20 payment and application returned to council.

**Treasurer’s Report**

The current bank balance is sitting healthy at around £2,870 with around £47 in cash/change.

**Election of Office Bearers**

After a brief discussion and agreement, there were no objections for all office bearers to remain in-post as above for the following term.

# Parent Council Meeting

# Headteacher Report

**Staffing Update and School Roll**

Our school roll is currently sitting at 17 pupils across the single P1-7 class and might shortly be reducing to 16 – t.b.c.

Staff for 2023-2024:

* Miss Lloyd – class teacher – Monday and Tuesday
* Mrs Macmillan – NCCT and Support for Learning – Tuesday and Wednesday
* Miss Morrow – Wednesday, Thursday and Friday
* Miss Clark – Pupil Support Assistant – Level 2 – Monday-Friday 9am-3pm
* Mrs Martin – Pupil Support Assistant – Level 2 (PEF funded) – Monday, Wednesday, Friday – 9am-2.30pm
* Mrs Shelley Stewart – Clerical assistant and school first aider – Monday-Friday 8.45am-3.15pm
* Mr Mackay – Janitor, cleaner and school crossing patrol – Monday – Friday

Based on current knowledge of families in the village it is looking likely that we will remain a single P1-7 class next session as well.

Discussion was had on how well it was settling as one class and Mrs Bain was positive around this. A lot of support in the school given the number of pupils.

Also questioned on potential for a probationer which was mentioned last term, this did not materialize.

**School Improvement Planning and Standards & Quality Report**

Our standards and quality report for Session 2022-23 will be published at the end of September. Good progress was made across all improvement priorities last session. This session the work from last year will be consolidated into a priority focused on differentiation and challenge across the broad general education.

Also, evolving from our work on our behavior and relationships policy and the emerging issues from last session we will be focusing on a school improvement priority on ensuring an inclusive learning environment for all learners at Largoward.

Our Pupil Equity Funding allocation for this session is £6,125. This funding is being used to fund some of the hours for Mrs Martin. This session our PEF funding will be used to focus on attainment withing numeracy and working to achieve our stretch target of 83% attainment in numeracy.

**Attainment Update – Data From June 2023**

|  |  |
| --- | --- |
| **Literacy** | **Numeracy** |
| **Stretch Target** | **Actual** | **Stretch Target** | **Actual** |
| **73.8%** | **78.9%** | **78.4%** | **78.9%** |

During session 2022-23 with a school roll of 19 pupils a single pupil equates to 5.3%. 37% of pupils have an identified additional support need and 37% of pupils are in receipt of free school meals.

Stretch targets for Session 2023-24 are 80.7% for literacy and 83% for numeracy.

**Policy Updates**

Our promoting positive relationships policy was launched at the end of last session and thank you to the parent council for their contributions.

This session we would like to start by focusing on our anti-bullying policy and then develop our equalities policy. In the meeting, the parents discussed and provided their input as to what they would like to see in the policy.

**Extended Learning Partnership**

This has been scheduled for Monday 2nd October. Like last session we would be very grateful for parent volunteers to meet with the learning partnership team. Our summary self-evaluation paper is in the process of being updated to reflect where we are this session as a single P1-7 class and will inform the focus for our visit.

Several parents in the group advised that they should be able to support.

**Fundraising**

In order to boost school funds this term we will be looking at available grants that we can apply for and would like to look at other fundraising opportunities so that the Largoward children can continue to enjoy a wide range of experiences.

The school fund has historically been grown through things like tuck shop, % from school pictures and the charity clothing bin. The fund is currently empty.

Mrs Bain confirmed the children were looking at other ideas to support fundraising in school. There was a discussion in the group to support this and a number of ideas were given. This included that the kids craft table at the Christmas fayre would go to the school fund. Other suggestions were a burns supper and bake sales.

The PTC reminded that they can provide funds for any immediate needs and the request was made and granted to fund 8 recorders for music lessons. Any further immediate needs to be passed to the PTC and can urgently review.

# Other Items

# Christmas Fayre

Immediate action was to secure the date as was not available in 2022. Chris has now confirmed the hall has been booked for Saturday 2 December. Booking is 12-4, the event will be 1-3.

In regards to the raffle, a list of previous companies who have donated has been provided to the school to support in some letters to be written for donations this year.

# Halloween Party

The Halloween party will take place in the hall on Halloween (Tues 31st October) this year. Mrs Bain had explained that this was booked early due to changes in availability of the hall for the children to do PE which has meant they have changed days.

The parent council will support in decorating – it is potential to do this on the Sunday due to a birthday party so we need to check otherwise we would look to help decorate the night before.

ACTION – confirm when decorating can be done and by who

ACTION – next meeting PTC to arrange for refreshments and any items for games to be provided

# School Garden

Discussed that the gazebo had to come down due to safety concerns – a fire pit has been decided by the children to support outdoor learning. An ask for support for more items for the garden to build out this area – logs/boulders.

A further garden tidy is planned to complete previous tasks (painting of shed/pixie hut, bike rack etc.) More items can be added.

ACTION – Mrs Bain to get further list of activities to be done in support of further garden tidy

ACTION – Can the PTC support sourcing of logs/big boulders for the garden area

ACTION – PTC to arrange follow-up garden tidy and deliver the greenhouse/bike rack

A big discussion was held here around the regular vandalism of the school property by the local teenagers. This has resulted in damage to the pixie hut, mud kitchen, garden and other items. There has also been a lot of litter and inappropriate items left in the school which has to be cleaned up before the children are around.

A few ideas for deterrents were discussed like lights or noise sensors. CCTV is currently not an option due to the logistics and seriousness so far in comparison to other schools.

The police had been regularly updated and further information has been passed on. The community police have also now been updated and confirmed patrols will be increased in the area at evenings and weekends.

to report any issues to the police when occur, if possible take pictures and provide names

# AOB

Chris mentioned around potential application and sourcing for a free telescope for the school.

Also questioned on the progress of the parents skill list to support additional learning – need to check on progress for this.

# Next Meeting

The next meeting was agreed to be Tuesday 24 October at 6.30 pm.

ACTION Stuart to follow-up and confirm date/agenda.