

## **Masterton Primary School Parent Council – AGM – Tuesday 10<sup>th</sup> November 2020**

**PRESENT:** David Adamson, Ross Blanchflower, Amanda Fyfe, Becca Hamilton, Nicole Hendrickx, Stephen Humphries, Rhona Hynd, Natalie McConnell, Caroline Ndlovu, Kelly O'Reilly, Debbie Rankine, Sharon Saxton, Lorraine Scoullier, Luisa Walker, Fiona Waddell, Jennifer Wilkie

**APOLOGIES:** Suzy Brown, Anne-Marie Greer

### **1) Welcome (Chair)**

Luisa welcomed everyone to the Annual General Meeting.

### **2) Minutes of previous AGM (10.11.20)**

Minutes of the previous AGM, held on 10<sup>th</sup> November 2020, were approved at the Parent Council Meeting on 9<sup>th</sup> February 2021.

### **3) Minutes of previous Parent Council Meeting (24.8.21)**

Approved and published.

### **4) Chairpersons Report**

It has been another interesting and varied year for Masterton Primary and the Parent Council due to Covid 19, however throughout the year we have still managed to meet as a group online to help support the school and its community.

Since the last AGM the school has experienced another lockdown with more home learning - although everyone involved (staff and parents) were perhaps better prepared due to the learning and experience of the first lockdown in March 2020.

Thanks should be passed to FROMPS as although, due to COVID, the usual yearly social events could not take place, they still managed to organise a Christmas online raffle and support the pupil Christmas cards. Monies from fundraising help support various resources for the school including the P7 year books, which were gratefully received by the P7 this year due to their disrupted year.

The P7s were also excited by the delivery of school hoodies (discussed in the parent council meetings, which were then organised by the school and received by the P7 in January 2021) which gave them a real sense of Masterton senior pupils at a time where they never had a full P6 or P7 experience. The P7 also managed to create an end of term show reflecting on school life in the time of COVID and had an exciting farewell night in the school so a thank you to the school staff that made this happen.

Unfortunately, the Dunfermline Gala did not take place again this year and something I am sure will be considered across Dunfermline when the time is right.

Although there was no major focus this year for the Parent Council Meetings, for example school boundary restructuring, we have supported discussions regarding COVID 19 procedures, school extensions and currently processes to support better communication with the parent and carer population of Masterton, which will hopefully help grow the membership of this group.

On that note I would like to thank the previous members of the Parent Council who have left since the last AGM including the previous chair. There are too many to name, but some had been involved since the beginnings of Masterton primary, this is also an important element to mention as with the P7 leavers of 2021 came the loss of many parents from the committee whose children are now at high school.

It is therefore the role of everyone on the current parent council (and hopefully new members) to help support the way forward - to grow the potential membership of the group (including officer bearers) - to ensure it is strong and resilient, as the school starts to recover from Covid and anything else that may come Masterton's way.

My final note and thank you is to Mr Humphries and all of his staff for the hard work that has taken place over the past year to ensure that all the pupils have been supported through difficult times.

## **5) Treasurers Report**

\*Opening balance £6,524.67

\*Closing balance £6,020

\*Loss £505 this year.

We generated funds through the Christmas Card Sale & FROMPs Christmas Raffle.

We had expenditure from kids' Christmas Baubles, new primary 1 blue bags & primary 7 year books.

Christmas cards are all online this year and sales will be monitored to identify any impact on sales. We've been told schools have experienced an increase from going online.

Treasurer would like the support of FROMPs to promote the Christmas Card sales and encourage people to group their orders to benefit from free delivery for orders over £25. *Kelly & Debbie will liaise offline on this.*

Accounts will be independently audited.

## **6) Headteacher's Report**

At a normal parent council meeting, Stephen gives a term report. This one covers the full year.

### Session 2020/2021

We started the session off in August 2020 still under the cloud of covid with a significant number of mitigations in place. These have stayed in place although not to the same extent.

During session 2020/2021 we sent home 3 classes for having a single covid case. If this had been the same for this session, we would have sent home almost all the classes as covid is now so common. At this point public health oversee deciding about our actions in relation to covid and we follow their lead.

At the start of the 2021 the school was closed from January through to February / March. This was very difficult for everyone as there were pressures coming from all sides. There were pressures from

the parents who were expected to work from home as well as educate their children. There were pressures from the Local Authority who were being contacted by parents wanting their children in school claiming to be 'Key Workers'. There was pressure from the trade unions over the huge increase in workload that working from home put upon teachers. There was pressure on the government. There was an expectation from us that staff improved their offering as well. Staff also were doing online 'teaching' and many were working in the school as well. This was a very difficult time and not one I would like to repeat.

During the session we also had the long-promised extension finished. This started in October and was finally signed off in July. The P.2 classes are now housed in there.

On a positive the whole business of covid was also a learning opportunity for us. All staff have dramatically improved their knowledge of ICT.

We were the first school in Scotland to have Ardroy on tour to visit us. This was something which we worked on in the background with outdoor education in Fife to make happen, not just for us but for other schools.

We were the first school in Fife to have a whole school assembly on TEAMS. The work that Sharon and I did at a whole school level was featured as 'Best Practice' from the Local Authority.

However, we continue to be under strict rules regarding the school. At this point we are still unable to have parents in the school, which for me is the biggest issue as many parents have never actually been in the school nor had the chance to see their son or daughter's classrooms. We were expecting things to ease but the government has decided to keep things as they are at this point.

We have been able to make the following changes:

No bubbles – classes can play together.  
Classes will begin to go into the dinner hall starting from next week.  
The bells have been standardised for everyone.

However, staff have still to wear masks in school and socially distance. Parents should still be wearing masks in the playground.

We are hoping that as the session progresses that things will improve and that we will be able to have parents back in the school.

Activities such as school photographs, rotary quiz etc. are booked and we hope to be able to carry them out. It is still a case of waiting and seeing. One positive is that we have been told we can begin to have team sports competition outside.

#### School Improvement Planning

This continued as normal. However, carrying it out virtually made it more difficult for us than normal.

In session 2020/2021 it was difficult to carry on the School Improvement Plan. As it was virtual it was difficult to collaborate to the same extent, although we tried to adapt our way of working. When the school went into lockdown it made it trickier trying to get the correct balance.

However, we carried out work in the following areas:

Outdoor Learning

Improving Learning and Teaching

Recovery Planning incl. assessments, mitigations, new routines.

In session 2021/2022 we are working on:

Updating our Health and Wellbeing programme at all stages.

Continuing our work on improving learning and teaching across the school.

Having a renewed focus on Outdoor Education.

Focusing upon writing.

One other thing which has become apparent in term 1 is that we will need to invest in a new reading scheme. When we went to purchase books to top up our current scheme, we were told it was out of print. Despite trying all the different publishers, we could not purchase replacement books.

Although at this point it is not critical, it is something which needs dealt with this year to ensure that we have a smooth transition over to a new scheme. There are a number of schemes available, so we need to spend a bit of time getting it right before laying out thousands of pounds.

#### Attainment

Our attainment improved across the school. This bucked the trend which had seen a downwards trend across most schools in Fife / Scotland.

#### Attendance

Our attendance was amongst the highest in Fife. It should be noted that it is common for us to have the highest attendance in Fife. However, it was so high that it was picked up on in the Scottish Government census and we were asked to check it again in case there was an error.

#### Communication Survey (see attached)

In all there were 67 response which is slightly below average for our consultations. You tend to find the ones parents feel strongly about get more responses e.g. 150 responses on the last homework consultation.

#### Summary:

84% said the communication was Very good or good.

7% said it was satisfactory.

9% said it needed improvement.

The only thing which stood out as 'missing' was a Facebook page.

The main comments anyone made was that we should stick to using email.

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Luisa asked if any gaps had been identified in pupils' learning due to the lockdowns. Stephen advised that although some areas of support have been identified e.g., handwriting, this hasn't really been the case at Masterton. Base assessments are held in P1, P4 & P7.

## **7) Election of Office Bearers**

Current Office Bearers:

Chairperson:	Luisa Walker
Vice Chairperson:	Vacant
Treasurer:	Kelly O'Reilly
Secretary:	Rhona Hynd
Vice Secretary:	Vacant

The full parent council for 2021/2022 will be as follows:

Chairperson:	Luisa Walker (nominated & seconded)
Vice Chairperson:	David Adamson (volunteered post meeting)
Secretary:	Rhona Hynd (nominated & seconded)
Vice Secretary:	Vacant
Treasurer:	Kelly O'Reilly (nominated & seconded)
FRoMPS Rep:	Debbie Rankine
Gala Rep:	Amanda Fyfe
Parent Member:	Anne-Marie Greer
Parent Member:	Jennifer Wilki
Parent Member:	Fiona Waddell
Parent Member:	Caroline Ndlovu
Parent Member:	Becca Hamilton
Parent Member:	Lorraine Scoullier
Parent Member:	Nicole Hendrickx
Parent Member:	Ross Blanchflower
Parent Member:	Natalie McConnell
Parent Member:	Suzy Brown
Co-opted Member:	Stephen Humphries (Headteacher)
Co-opted Member:	Sharon Saxton (Deputy Headteacher)

Any parent can join a parent council meeting at any time. If anyone would like to take on the vice secretary position, please contact the school.

## **8) Date for next Parent Council Meeting**

Tuesday 18<sup>th</sup> January 2022, 6:30pm

## **9) Any Other Business**

### Communications

What is the best way to get information out to parents & carers? Stephen issued a questionnaire recently and reported on the findings (see Headteacher's Report above). The findings will be included in the next newsletter.

67 responses were received, which is relatively low. A Facebook group appears to be favoured. This would need to be a closed group. We will trial Facebook group and revisit after a period of time to

determine whether or not this is having the impact we would like. We will likely close the school twitter account.

David raised concerns about how easy Facebook can be hacked.

We will revisit communication at the next meeting.