

Masterton Primary School Parent Council

Tuesday 30th August 2022

Attendees: Suzy Brown, Amanda Fyfe, Anne-Marie Greer, Becca Hamilton, Nicole Hendrickx, Stephen Humphries, Rhona Hynd, Kelly O'Reilly, Debbie Rankine, Sharon Saxton, Lorraine Scouller, Fiona Waddell, Luisa Walker

Apologies: David Adamson, Ross Blanchflower, Caroline Ndlovu, Jen Wilkie

Chairperson's Welcome

Luisa thanked everyone for attending the meeting. It is nice to be back in school meeting face to face. Luisa welcomed new attendees.

Approval of Minutes from meeting held 10th May 2022

Approved & now sent to Louise for publication

Outstanding Issues from Previous Meeting

- **Plastic Free Schools:** No action required; covered by Eco Committee

Headteacher's Report

Summer Refurb: Several items were upgraded during the summer break. The car park was re-laid and any patches of broken tar / holes in the playground were filled. All classrooms (except for the new extension) were fitted with new blinds and a lot of electrical work was carried out. The pitch was also reseeded, although not as successfully as previous years due to lack of rainfall.

Current Government Covid-19 Guidance: Current guidance means we can plan for as normal a year as possible. There are no restrictions on parents in the playground, CO2 monitors (wired) have been installed in all the classrooms and pupils continue to use sanitisation stations on entrance to the school. We are hopeful there will be no restrictions on us carrying out any events in the school this session and are planning this to be the case. However, we need to see if Public Health make any changes, especially over winter.

School Improvement Plan - Areas of focus:

- 1+2 modern languages: all pupils learn French and we will now introduce Spanish from P5 onwards. We are working closely with DHS as they offer both languages. DHS have planned their staffing around the development of French / Spanish across all the cluster schools. The introduction of Spanish should have been introduced sooner; but delayed due to covid.
- IT: will apply for Scottish Schools Digital Award; picking up on work done in 2019. We will review where we left off the previous work. During lockdowns there was a significant move forward by everyone in the use of ICT and we want to build upon and capitalize on it.
- Data analysis – we have a huge amount of data coming into the school and as a staff we are going to spend time on its analysis. The data covers everything from FME, attainment, SIMD to speakers of other languages. It's important that we understand the changing context of the school and how things have been affected. This should enable us to change and adapt

our teaching. We are going to share this data and then use it to influence / target what we are.

- Learning in Teaching: Final year of this. We are going to update our Learning and Teaching policy and base our observations of L&T on this.

Pupil Equity Fund - £17k this year. We are using this money to focus upon writing across the school.

Parental Survey – This was issued towards the end of last term. Over the coming weeks we will analyse the data and provide feedback & create actions from it. An initial review showed that feedback was very positive, but there were a few areas which we as a staff need to consider.

Industrial Action – The unions (UNISON, GMB and Unite) did not get a mandate for strike action from the staff that work in schools in Fife so schools should not be affected.

Attendance – There is to be a big focus upon attendance this session. Last session our attendance was 94%. This session our target is 96.3%. However, having an attendance figure of 94% with 200+ pupils absent from November through to March with Covid is pretty good. Prior to covid our attendance was 97%, which was the highest in Fife.

Classes: We have 15 classes this session with 405 pupils (approx.), 26 teachers (not all full-time) and 5 PSAs. This is the highest number of pupils we've had (ended last year approx. 380), though not unexpected. There is pressure on numbers in some areas of the school, but we do have spaces at every stage. With the building work going in the field next door, we expect our numbers to continue to rise although there is a limit to this as stages will be full. Perhaps approx. 20 spaces across the school. At Masterton, we could accommodate children in the music room if required (at a maximum of 23 in that room).

This led to a discussion on what happens if/when we reach capacity for pupils within catchment and making placing requests. If there is no space for a child applying, Fife Council would seek a space elsewhere. Technically, the capacity of the school depends on the ages of the children; estimate maximum of 430. This would mean limitations on school hall activities. There is a system in place to stagger the lunch times for each school stage.

Those enrolling in school are prioritised as follows:

- *Pupils with additional support needs*
- *Pupils with siblings within school and living within catchment*
- *Pupils living within catchment*
- *Pupils with siblings within school but living outwith catchment*
- *General placing requests*

Stephen noted that there is pressure across all local schools due to housing work;

Placing Requests: The school is duty bound to accept placing requests if space is available, unless another teacher would be required to be employed (and one other criteria, which we didn't have details of during the meeting). Rejections can be appealed, and they are considered on a case-by-case basis, especially with space is available.

As pupil numbers grow, there is concern for playground capacity - could the pitch be changed to 3G to avoid risk of pitch being closed and allow this space to be available year-round? SH advised that he continually raises this. The no-mans lands at top of Dover Drive - could this be used to extend the playground?

Feedback on Parent Teacher sessions – Twice a year (November & March) we have these sessions on Tuesday & Thursday evenings. Pre-covid these were held face to face in classroom; during covid they were via video call. Stephen will issue a survey to parents & staff to try and clarify the preference moving forward. Note that hared starts will resume this year, as well as events such as Christmas parties, performances etc..

iPads: Per last meeting, these were taken out of commission as part of an IT review by Fife Council towards the end of last term. Stephen has received no response yet to enquiries as to what happened to them and their replacement/return. Luisa proposed submitting a supportive letter from Parent Council given that they were purchased by the Parent Council. Luisa will follow-up with Stephen.

Financial Update

Bank statements - Luisa to provide to Kelly

Opening balance £6,020

Expenditure:

Yearbooks £499.50

Christmas Baubles £388.37

Income:

£303.60 (Christmas Cards)

Closing balance: £5435.73 (a loss of £584.27)

Christmas Baubles

The Parent Council agreed we would do the Christmas Baubles again this year. Kelly to arrange.

Christmas Cards

Income massively down on previous year; one element may have been that parents ordered online directly rather than forms back to the school. The Parent Council agreed to do the cards again this year (Kelly will arrange the templates) and like the school photographs parents will order online, but with option to deliver to school to avoid delivery charges. Hopefully, this will boost sales.

Support from FRoMPS will be required to sort out the orders once delivery arrives at school.

Promote via Facebook page.

FRoMPS Update

The committee have not yet met up in person but are looking at events for Halloween & Christmas. Will look to confirm dates with school. Seeking to get more activities planned this year, but first thing will likely be Halloween. A calendar of events would be useful to give an early idea of what's

coming up and when we need volunteers. We can use the Facebook page to promote events and seek support.

Gala Update

No news yet on a 2023 gala. We don't know if a new Dunfermline Gala Committee has been formed. Planning usually begins in February.

Any Other Business

- **Lapwing Drive Speed Limit (Luisa):** Luisa contacted a couple of councillors about this. James Calder stated that he has been pushing a reduction with the council for a while now; the motion was previously put forward but not approved; He & Cara Hilton will renew push. Cara advised this has been raised with transportation but received an unsatisfactory response so she will revisit this, and we may need to seek support from the local press. Cara offered to join us at a future meeting if desired. Luisa will follow-up.

- **School Uniform Bank (Becca):** Other schools do this and there is a clothing bank to recycle old uniforms. Given cost of living crisis and from an environmental/social perspective – is this worthwhile doing? Sharon advised this has been done previously but wasn't so successful, but it was agreed this was a great initiative to revive. There is a bag ready in the school to start with We need to consider how to organise but all agreed it was an excellent initiative. The school Eco committee could provide support and we could display at school events (shared starts, parents' night; social events). Good idea to get the kids involved. We could also include coats & jackets. Becca will consider more and come up with a plan to progress.

- **P1 Induction:** Anne-Marie provided feedback on how well the induction went this year. The whole process went well, and the Teddy Bears picnic was great; including meeting the P4 buddies. Content covered was also excellent. P1 staggered start was great too.

- **Karate:** will this be re-introduced post-covid? Stephen will raise with Active Schools Coordinator at his next meeting.

- **Funds:** What are we looking to purchase with our funds? Should we consider building up towards a 3G pitch? SH to investigate in more detail; grants could be available to support. SH/SS looking to update reading scheme with some funds. Also plan to use Masterton Mile funds for this. There is currently a group of staff looking into reading scheme options.

Do we spend money funding on one of the social events, so it is free for everyone? For Halloween, we agreed to do free entry, which we usually use to cover the disco costs; and kids still pay for tuck shop.

Could be used to fund transport for school trips.

We should consider sustainability for the school to avoid another situation like the iPads We will revisit spending at the next meeting.

- **New High School Catchments:** Given the new super school, is catchment rezoning anticipated? As far as SH knows this is unlikely; we will remain DHS catchment.

Date of Next Meeting(s)

Tuesday 25th October 2022

Venue: School Community Room

This will be a regular meeting and AGM.