

Masterton Primary School Parent Council

Tuesday 25th October 2022

Attendees: David Adamson, Ross Blanchflower, Amanda Fyfe, Anne-Marie Greer, Becca Hamilton, Rhona Hynd, Nicole Hendrickx, Stephen Humphries, Caroline Ndlovu, Debbie Rankine, Sharon Saxton, Lorraine Scoullier, Fiona Waddell, Luisa Walker

Apologies: Suzy Brown, Kelly O'Reilly, Jen Wilkie

Chairperson's Welcome

Luisa welcomed everyone to the meeting.

Special Item – Cara Hilton: Lapwing Drive Speed Limit

Cara was unable to attend this evening's meeting due to illness.

Cara & James Calder are still trying to push for a speed reduction on the road and would like to update us at a future meeting. If Luisa receives any update in the meantime, she will update the parent council via email.

Approval of Minutes from previous meeting held 30th August 2022

Approved. Rhona to arrange publication (emailed to Mrs Stevenson).

Approval of Minutes from previous AGM held 21st October 2021

These minutes were approved at the meeting on 18th January 2022 and subsequently published.

Chairpersons Report

Since the last time we met for an AGM, it has felt like a really quick year for Masterton Primary and the Parent Council.

We have moved from online meetings to meeting in person as the COVID19 pandemic restrictions were lifted and society started to open up again. We were the first group to meet in the school and it was wonderful to be able to have the opportunity to view the new extension that was completed during times when parents were not allowed in the school.

It has been heartening to see the parent council grow in numbers over a period when it has not been easy to organise meetings and perhaps the use of online technology to help facilitate meetings has been part of that success and something that the Parent Council will consider going forward - a hybrid of face to face and online meetings, as I know this helped individuals attend.

Although no major concerns have been driven forward by the Parent Council e.g., school catchment boundaries, the Parent Council have still kept their eye on current issues and asked questions of Mr. Humphries and the management team, for example the number of new build houses and the projected school roll, school dinners, social event opportunities, best way to communicate with parents (Facebook won the race) and the recent removal of iPads by Fife Council. Recently the Parent Council has started to explore concerns in relation to the school and its wider community for example exploring the speed limit of lapwing drive in relation to safe travel of young people to

school and this will be an area for the forthcoming year, hopefully with support from our local councillors.

It has been a joy to see the FROMPS committee organise its first school function, with a Halloween Disco, post Covid 19 and some of the funding previously raised will provide free entry to celebrate this first social occasion in the school since 2019. While FROMPS has not been able to arrange school functions, there was some fundraising opportunities through the school Christmas cards.

At this point I would like to thank FROMPS for their hard work and encourage any parent or carer who has an interest in the social side of the school to join them as I know from previous experience the amount of hard work that goes into these school events but the joy it brings for the school community.

With regards to funding pot - the Parent Council was able to provide funding to pay for the P7 yearbooks, provide Christmas baubles for every child to decorate at Christmas time, along with supporting the costs of the Halloween Disco. While we currently have a healthy funding balance, going forward I would encourage the Parent Council and the School to think about the needs of the children and young people going forward, over the next couple of years as the cost-of-living crisis develops and what this may mean to the Masterton Community.

This has already been explored through the development of the School Uniform Recycle Scheme that a member of this committee has already started. This not only supports the cost of the school day for families but also links strongly into the schools eco schools approach of recycle/ reuse.

Before I finish my report, I would like to give a thank you to all members of the Parent Committee as without members we cannot support the school (and wider) with the views of parents/carers and keep things current for the families of the Masterton community.

Unfortunately, the Dunfermline Gala has not taken place but thank you to Amanda for keeping us informed and perhaps this will be reinstated soon.

My thanks also go to Stephen (Mr. Humphries) and his Team at Masterton Primary School and the work they undertake, and I have certainly felt the buzz of excitement as things start to feel normal again in the school.

My final thanks go to all the parents and carers of the children at Masterton for supporting the school especially over the last couple of years. The parent council are aware that it has been tough, especially for those families in P1,2 &3 who perhaps had no link to the school before Covid19 and were unable to visit the school, as normal. As the restrictions lift, we hope that the life and work of the school becomes more active and resilient (especially under the current social and political climate), but this can only happen with support from the parents/carers, school staff and the children and young people of Masterton Primary School.

Treasurers Report

This report covers the period *October 21 - September 22*.

Opening balance: £6,020

Expenditure:

- Yearbooks £499.50
- Christmas Baubles £388.37
- Halloween Disco DJ Deposit £140

- Tuck Shop Stock £248.63

Income:

- Christmas Cards £303.60
- Interest £4.15

Closing balance: £5051.25
(Loss £968.75)

Increase in loss is due to preparations for the Halloween Disco 2022.

Headteachers Report

I'll start by thanking the Parent Council / FROMPS for their continued support during last session.

The following covers session 2021 2022:

We started off in August 2021 still under covid restrictions, as was every other school in Scotland. As opposed to the previous session (2020 2021) where a single case resulted in whole classes being sent home this session all we had to do was record them.

During November 2021 to March 2022, we had a significant number of covid cases in the school, both pupils and staff. There were over 250 recorded pupil covid cases. There were also a significant number of staff who caught covid resulting in some very difficult weeks. However, the school remained open work continued as normal.

In term 4 we were finally able to meet face to face for the first time in over 2 years. Since then, we have had all parents back in the school and are aiming to continue in this way from now on.

School Improvement Planning - Session 2021 2022 – Summary

Learning and Teaching

All staff worked on developing pupil profiles. The profiles captured a significant amount of information including strengths, challenges, preferred learning styles and any other information which will support the child. Profiles were created for a few pupils for transition purposes and information was recorded and passed on to the next teacher. These will be continued to be used and developed.

Outdoor Learning

An 'Outdoor Learning' policy was created. This was developed using the most up to date Education Scotland guidance and information.

Although work in 'Outdoor Learning' took place all year, during term 4 all staff undertook planning based upon best practice in the area of 'Outdoor Learning'.

Updating our Health and Wellbeing programmes

The Health and Wellbeing programmes in place at the start of the session were updated during term 1 and 2. The stage plan was replaced with a level plan although certain specific topics were still allocated to certain stages. The '5 Ways to Wellbeing' was integrated into the new programmes.

Writing

A significant amount of time and resources was directed at improving writing across the school. Writing is an area which appears to have been most affected by the school lockdowns. This extra resource continues to be directed at writing this session.

Election of Office Bearers

Current Office Bearers:

Chairperson:	Luisa Walker
Vice Chairperson:	David Adamson
Treasurer:	Kelly O'Reilly
Secretary:	Rhona Hynd
Vice Secretary	Becca Hamilton

The full parent council for 2022/2023 will be as follows:

Chairperson: Luisa Walker (nominated & seconded)
Vice Chairperson: David Adamson (nominated & seconded)
Secretary: Rhona Hynd (nominated & seconded)
Vice Secretary: Becca Hamilton (nominated & seconded)
Treasurer: Kelly O'Reilly (nominated & seconded)
FRoMPS Rep: Debbie Rankine
Gala Rep: Amanda Fyfe
Parent Member: Anne-Marie Greer
Parent Member: Jennifer Wilkie
Parent Member: Fiona Waddell
Parent Member: Caroline Ndlovu
Parent Member: Lorraine Scoullier
Parent Member: Nicole Hendrickx
Parent Member: Ross Blanchflower
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.

Outstanding Issues from Previous Meeting

iPads: Stephen contacted IT at Fife Council to ask 2 questions as follows (responses in blue)

What happened to the iPads?

Devices that are removed from our network must go to an acknowledged service which erases all of the data and supplies us with a certificate. If you thought that these could be sold to a person and any photos or videos were retrieved from them, the political and parent pressure would be uncomfortable.

Will there be any replacement for them or are we as a school to fund our own replacements?

All schools were advised that the purchase of iPads was out with their refresh and any replacement would need to be budgeted for. Unfortunately, the HTs that were advised this are not always the same ones who need to deal with the replacement.

Luisa & David will follow-up on behalf of the parent council to address this unsatisfactory response.

School Uniform Bank Update (Becca): We are going to start with a winter coat drive which has been communicated and posters created; we will collect donations during October & November and distribute December, then focus on uniform in the new year. We have also taken items not claimed from lost property; Becca will seek support from parent council members for washing and preparing the stock if required.

Spending: Follow-Up discussion on best use of Parent Council Funds. We previously discussed aiming to fund a large item such as a new astro pitch. Stephen received a quote of £300,000 for this (largely due to the ground and preparation works which would be required). This would have a 10-year life span, but we must also consider lifecycle (maintenance) costs given the PPP ownership of the school. The parent council also discussed using the funds for school trips, particularly as we all navigate the cost-of-living crisis. There is a balance to be struck between short term and aspirational items. We need to prepare a list for consideration from the PC then the whole school community.

Headteachers Report

School Improvement Planning - Session 2022 2023 – Summary

Learning and Teaching

Over the last 3 years we have carried out a huge amount of work into improving the standard of learning and teaching across the school. During this time, we have researched different teaching styles, tried out different techniques and ended up creating a profiling format to record ways in which pupils learn. This session we are aiming to update our learning and teaching policy bringing the work of the last 3 years together.

1+2 Modern Languages

This is a national priority. Currently we teach French at all stages across the school. During the year we will introduce some Spanish from P.5 upwards. All schools in the Dunfermline High School cluster are doing both languages. So far this session we have updated our French plans and vocabulary lists and have an overview of learning from P.1 to P.7. Staff have also been attending training courses. Our next step is to do the same with Spanish although that will run from P.5 upwards. We are linking closely with Dunfermline High School languages department to ensure that all the work we do links in with their modern languages' curriculum.

ICT: Digital School Award

Prior to the advent of covid we had carried out a lot of work towards the Digital Schools Award Scotland. This is an award which demonstrates a high level of competence in the use of ICT across the school. There is also now an award linked to this called The Digital Wellbeing Awards for Cyber Resilience and Internet Safety. Both awards are externally verified. We are hoping to continue our development of ICT across the school and be able to apply for this award during the session.

Using data to improve learning and teaching across the school

We are looking at spending some time looking more closely at our data to see what it tells us and how this impacts the pupils in the school. There are many pieces of information, like the link between attendance and attainment, which we will analyse and use to develop our learning and teaching in our growing catchment.

Pupil Equity Funding (PEF)

We receive £17 000 funding from the Scottish Government to help reduce the poverty gap. We have focussed upon improving writing across the school as our attainment in numeracy and reading is always better than writing. It is also hoped that we will be able to employ another PSA (Pupil Support Assistant) to help in this area.

Barnardos

Barnardos visited the school in September and delivered drugs education to the P.7 pupils.

Shared Start

We had our first post-Covid whole school shared start on 22nd September. This was the busiest one we have had. Our next shared start is set for Wednesday 30th November (It should be noted that Shared Starts take place from a Tuesday to a Thursday throughout the school year).

Internet Safety Talk

P.6 pupils received an internet safety talk during September.

Students

Our HNC students are in P.1. Primary Education students will also be joining us over the course of the year. We currently have a PGDE student in P.7b.

Parents Evenings

The recent consultation with all parents gave us our biggest response ever. Based on the feedback, all parents' evenings will be face-to-face. There will be an early one (3.30 – 6.30 pm) and a later one (4.15 – 7.15 pm). There wasn't much of an appetite for any later than that, with the vast majority favouring earlier times.

FRoMPS Update

As previously mentioned, the first school event is the Halloween Disco on 28th October. We are also considering other events, such as:

- Christmas Jumper Day
- Valentines Disco
- Spring Fair

There is insufficient time to plan a Christmas Fayre.

The team want to get the Halloween disco completed then will look at the other items. We now have more volunteers for the committee and were inundated with volunteers for this week's disco.

Tesco have provided donations of water for this Friday's disco and have said they are happy to help future events (various branches).

Gala Update

No change since last meeting.

Any Other Business

- **School Lunches:** Re-raising this topic re lack of variety; supply & demand issues impact what can be provided, and most schools are in same position. The school doesn't have control of

the menu as this is centrally managed. It did used to change it more often, there is however more daily options than previously.

- **Parents in the Playground:** A parent has raised a concern with how busy the playground is at drop off & pick up times (particularly infant end). How do others feel? Parent council felt parents coming into the playground shouldn't be discouraged; a diplomatic email will be issued (A classes come out first for example ask parents not to crowd the class doors);
Sharon to action
- **School Car Park / Parking around the school:** If cars are parked legally there is nothing police or community councils can do.
- **Karate** – JKS have not approached the school to recommence classes; discussions with active schools' coordinators are in progress to deliver a few options; Stephen advised JKS can reach out to him directly. Pre-covid the school had 5/6 activities held each week
- **Christmas** - Planning for as normal a Christmas as possible. The P.1 Nativity, P.2-4 Performance and P.5-6 performance are all planned, as are class Christmas parties. A letter with dates will be issued as soon as possible.

Date of Next Meeting(s)

Tuesday 17 Jan; Tuesday 25 April

Venue: School Community Room