

Minutes of Broomhill Primary School Parent Council Meeting

21/3/24

NAME	ROLE	INITIALS	CHILD'S YEAR
PARENT COUNCIL (PC) MEMBERS			
Miriam Blane	Parent Council Chairperson	MB	P3/5
Colin Hamilton	Parent Council Secretary & Communications Officer	CH	P6
Elizabeth Graham	Parent Council Treasurer	EG	P5/7
Duncan Boyd	Parent member & Minute-taker	DB	P5/7
Richard Johnson	Parent member	RJ	P2
Catherine Lyst	Parent member	CL	P7
Helen Mitchell	Parent member	HM	P6
Emma Newlands	Parent Member Broomhill Out of School Care Association (BOSCA) board member	EN	P3/7
Martin Robertson	Parent member	MR	P2/6
STAFF MEMBERS			
Wendy Cameron	Head Teacher	WC	
Karis Nicholson	Depute Head Teacher (P4-7)	KN	
Susan Connor	Depute Head Teacher (P1-3)	SC	
APOLOGIES			
Simon Bunn	Parent member	SB	P2/4
Bettina Talbot	Parent member Fundraising and Events Team (FET) Treasurer	BT	P5/6

Meeting Minutes

Item	Remarks	Actions
Welcome (MB)	MB welcomed all to the meeting Minutes from previous meeting already agreed and distributed Note made of error in original meeting relating to role and obligations of Broomhill Out of School Care Association BOSCA. This was subsequently corrected in the final version of the minutes. Broomhill Primary School and the Parent Council remain grateful to BOSCA for their support towards the school.	
Head Teacher's report (WC)	<u>Glasgow City Council Funding and Staffing</u> Education services have received a very significant cut in funding as a result of recent restriction and re-budgeting of council funding. This has been covered in the press as being around a reduction of £27.8million over 3 years. This will lead to significant reductions in teaching staff. All local authority schools in Glasgow will be affected proportional to size.	

	<p>As a result, Broomhill Primary School is currently expected to start the 2024/25 academic year with 19.7 teachers, down from 22.3 as the start of 2023/24.</p> <p>Broomhill began the 2023/24 academic year with 22.3 teachers employed (with 0.1 teacher equating to ½ day of pupil contact).</p> <p>As a result of reallocation of staff following audit of the school roll in September, this was reduced to 21.7 teachers.</p> <p>The projected school roll in the 2024/25 academic year will be reduced through an an unusually small P1 intake being directed by the council at the same time as losing an an unusually large P7 cohort. On current roll provision, this would be expected to reduce teacher numbers would reduce to 21.1.</p> <p>A new formula is being developed by Glasgow City Council Education Department to reflect the new funding model. The details of this are not yet finalised but a manual calculation suggests that Broomhill will be reduced to 19.7 teachers next year, a reduction of 13.47%.</p> <p>Further increasing funding cuts beyond this are planned in the ensuing 2 academic years, affecting Early Years and <u>Secondaries</u>.</p> <p>The staffing cut for 2024-25 will have a profound effect on the school and lead to considerable challenges and compromises.</p> <p>It is likely to require the loss of most all Additional Support for Learning staffing staff and to require the Deputy Head Teachers to undertake full time classroom activities, be class committed for some/part of the week. The At points throughout the week. Head Teacher would become the single member of staff available beyond direct teaching activities. These will impact many aspects of school activities including:</p> <ul style="list-style-type: none"> - Loss of Reduction in -support to pupils at start of day. - Loss-Reduction of 1 to 1 support for children with additional needs. — Loss of support Reduction in capacity to go to out of school trips (including swimming and sports trips such as athletics and squash events). — Loss of support Reduction in capacity for some school trips. - Re Loss of Reduction with support to new reading and spelling programme - Loss of support Reduction in capacity to hold for pupil clubs. 	
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	<ul style="list-style-type: none"> - Loss of support <u>Reduction in capacity</u> for pupil support groups such as 'Think good, Feel Good' and Dyslexia support. - Loss of ability to offer separate breaks for junior and upper school. - Unclear <u>Reduction in DHT</u> ability to cover classes in event of sickness absence. - Requirement for hour long assembly every week to support mandatory non-teaching time - Mandatory non-class teaching time will increase from 2.5 hours/week to 4 hours/week <u>in the next few years (time tbc nationally)</u>next year. - The P1 intake in the covid year of 2020 was increased to 74 at the express request of Glasgow City Council. This has now fallen to 70 due to natural loss of pupils. The mathematics of allocating classes through the varying legislated class sizes in different years favours P1 admissions of certain sizes and works for Broomhill up to an admission size of 66. The extra pupils admitted in 2020 will necessitate an additional class <u>now being required created</u> next year? <u>Beyond</u> what would have been needed had the 2020 P1 admission been 66. <p>The school management team will make representations to Andrea Reid (Senior Education Officer at Glasgow City Council) as to the very considerable harms that all this will cause at Broomhill.</p> <p>Questions were raised by the Parent Council (PC) as to the opportunity for some mitigations:</p> <ul style="list-style-type: none"> - (EG) Is there any thought of mandatory maximum class sizes being increased? WC replied that this comes from Scottish Executive and seemed unlikely to be changed. - (EG) Are there any plans to close smaller schools and reallocate pupils and staff? WC replied this is not planned - WC confirmed that Glasgow is not planning to reduce the length of the school week (noting that some other councils have reduced to 4.5 days) - (EG) Would there be any possibility of increasing school administrator posts to take work away from Deputy Head Teachers. KN stated that most <u>leadership</u> administrative duties are undertaken outwith working hours and so this would make little difference. - (EG) can the use of probationary staff help to improve numbers. WC confirmed that this may be 	
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	<p>possible but <u>there</u> may be limited supply of such staff.</p> <ul style="list-style-type: none"> - (CH) Can volunteers assist with classes (e.g. PE)? WC confirmed that this would not possible as a teacher must be present at all classes irrespective as to whether the volunteer has PVG clearance - (CH) Can any administrative tasks be outsourced? WC does not think that this would be possible and would not make a significant difference. 	
	<p><u>Parent Action</u></p> <p>The school management team and unions will attempt to resist the damages caused by these challenges. The support of parents will also be vital.</p> <p>Glasgow City Parents Group (an umbrella group of all school councils) have released letter templates and distribution lists for parents to write to Glasgow City Councillors, Education Committee and Education Leaders. It will also be useful to write to local MSPs and MPs- <u>(whose contact details are in our school handbook)</u> *we should identify local MSP/MPs*</p>	<p>PC to ask school parent community to communicate concerns to education department and elected representatives</p> <p>CH/HR to ask Broomhill Community Council to discuss these issues</p>
	<p><u>School Meals</u></p> <p>Cost of School meals will increase next academic year</p> <p>PC noted that issues persist with supply of meals at times but it has improved.</p>	
	<p><u>P7 Residential Trip in 2025</u></p> <p>KN reported that Ardentiny is available for the week commencing 20th January for £347/person plus transport – a 7% increase from this year. Lockerbie Manor is available for the week commencing 13th January for £282/person plus transport but are currently offering a 50% discount on transport costs. <u>We are able to book without paying for VAT which would then be £235 or chose another week end Jan/start of Feb which would be £287.</u></p> <p>Busses are usually paid for by the PC while parents fund the residential costs.</p>	

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	<p>Lockerbie Manor has not been used by Broomhill previously but appears comparable to Ardentiny in terms of facilities and transport time. They offer year round water sport activities and 2 hot meals daily.</p> <p>WC reported that the Parent Pay facility was now open for P6 parents to start paying towards the residential trip.</p> <p>DB asked if any consideration could be given to holding the residential trip later in the year after poor weather impacted the trip and activities this year. Ardentiny have advertised similar prices in later months (albeit sometimes as part of cancellation packages). KN reported that there was limited availability at either Ardentiny or Lockerbie next year.</p> <p>EG asked EG asked if there was any mechanism for feedback from parents to find out opinion on issues such as these. WC stated that pupils provide feedback as part of schoolwork after their return. Parental questionnaires have been issued in the past but were not issued this year.</p>	
	<p><u>Easter Assembly and Religious Observance</u></p> <p>WC confirmed that the school will attend the local <u>Broomhill-Hyndland Parish Church</u> (which one?) on Wednesday 28th March for the Easter Assembly.</p> <p>In the past, the church was used for the Christmas Songbook but, after renovations during Covid, it can no longer accommodate the number of parents who would wish to attend the Christmas show. It is now used for the Easter Assembly which is not open to parents.</p> <p>PC held discussion around the emphasis on Christian faith within the school and the impact of this on children of other faiths and none.</p> <p>WC confirmed that schools in Scotland must undertake Religious Observance which should reflect Scotland's Christian heritage as well as other faiths within the community. Broomhill typically celebrates <u>6-8 Religious Observance</u> 4 events <u>such as Christmas, Easter, Remembrance and the school values</u>. reflecting Christian heritage and 2 reflecting other faiths (usually Islam and Judaism) are also reflected during assemblies. Parents can request that their children do not attend Religious</p>	

	<p>Observance but if they do then they must withdraw from all Religious Observance activities. They cannot withdraw from individual events.</p> <p>WC is planning to arrange visits to Glasgow Central Mosque and to a local Synagogue this calendar year.</p> <p>School Leadership confirmed that religious organisations such as Scripture Union contribute to school activities but the school will always aim to be transparent around the background and nature of such organisations.</p>	
	<p><u>School Clubs</u></p> <p>EG asked if school clubs could be listed on the school website. There was a general feeling that PC members are not aware of all clubs on offer to children.</p> <p>WC, SC & KN stated that clubs change frequently and cannot <u>always</u> accommodate all children, notwithstanding the threatened cuts.</p> <p>WC & KN keen to signpost to children what benefits they will get from some recurring supports such as 'Think Good, Feel good', <u>Dyslexia and ADHD support groups</u> and <u>Flourish which is run by Wheel Trust (who run the Scripture Union lunchtime club, P7 Easter Code-P7s and P6 Christmas Unwrapped)-P6s. Pand others ?)</u></p> <p>PC asked if an indicative list could be promoted online with a disclaimer that not all clubs will be available at all times. School leadership will aim to do this.</p>	<p>School Leadership to place indicative list of school clubs online with appropriate disclaimer.</p>
	<p><u>Resuscitation Mannequins</u></p> <p>Further resuscitation mannequins in darker skin tones have now been delivered to the school. Parent council have supplied payment for these.</p> <p>P7 pupils have encountered the mannequins <u>during first aid lessons</u> and have been appreciative of the improved diversity, <u>which is</u> -more reflective of the school population.</p>	
Summer Events	<p><u>Ceilidh – Friday 26th April</u></p> <p>DB outlined that P7 committee have arranged a ceilidh to be held on 26th April. Snacks and drinks will be sold at the event along with a raffle and other fundraising activities.</p> <p>Ticketing is live now on the PTA events platform which seems to be working well for this purpose.</p>	

	<p>Funds will be put towards buying food for the P7 extension of the summer disco (extra half hour at end of disco) and towards food for Naseby Park at the end of term. It is likely that there will be some excess funds beyond this and these will be gifted back to the school Fundraising and Entertainment Team (FET) accounts.</p> <p>The P7 parent committee has been agreed to be identified as an offshoot of the PC for the purposes of insurance cover.</p>	
	<p><u>School Fair - Friday 31st May</u></p> <p>Brief discussion around proposal for a pupil 'showcase of learning' to be displayed at the School Fair. WC reported that it would take too much time out of curriculum to develop such an event.</p> <p>MB asked if a display of artwork may be possible. WC felt that this would probably still be unmanageable for teaching staff to collate effectively <u>at this busy time of the school year.</u></p>	
	<p><u>Summer Disco – Thursday 13th June</u></p> <p>The disco had previously been planned to be held on a Friday but would then clash with Scotland's opening game of Euro 24 so it was felt preferable to hold the disco on the Thursday.</p>	
	<p><u>Sports Day</u></p> <p>WC confirmed that, after issues with Victoria Park last year, the sports day will be held on site at Broomhill School. The event will be split into year groups over 2 or 3 days. Parents will be welcome to attend.</p> <p>DB asked if this would be a fundraising opportunity to sell snacks and refreshments to parents and children. PC and school leadership will consider how to staff such sales.</p> <p>DB asked if P7 pupils could staff such sales at junior school event. WC felt that there was <u>neither staffing nor</u> not space in <u>the</u> curriculum for them to be released to do so at this time of year.</p>	<p>PC/school leadership to identify staffing for sales.</p>
	<p><u>Leavers Assembly – Friday 21st June</u></p> <p>Date confirmed as above.</p>	
Future planning for PC	<p>It has been noted that there is limited representation on PC from the younger years in the school. The PC also does not well represent the school's cultural and racial diversity. Both issues are recognised throughout many PCs around Glasgow and are challenging to address.</p>	<p>MB/WC to consider hosting PC meeting by videoconference in future.</p>

	<p>DB asked if hosting intermittent videoconference meetings (e.g. zoom or teams) may improve engagement. PC meetings through this medium had much better engagement during covid. This may reflect other aspects of life during covid but it may be easier for parents with young children to attend through this medium.</p> <p>EG suggested that we should ensure that we advertise the school projects enabled by PC support.</p>	
Spending Plans	<p><u>Secondary Stage</u></p> <p>WC discussed intent to purchase a secondary stage for the assembly hall to assist in enabling children to be seen more easily in performance and to improve acoustics.</p> <p>WC has not progressed costings as she wished to confirm PC support after requiring significant funds to cover unexpectedly increased cost of the Seesaw homework platform.</p> <p>WC will speak to BOSCA who is hoped will also supply funding towards this.</p> <p>WC expects that around £6,500 would permit purchase of all equipment for the standard level of stage while increasing this up to £9000 may provide additional benefits such as a second tier.</p> <p>PC confirmed that funds up to £4,500 may be released from FET towards this spending without need for further discussion.</p>	<p>WC to explore costings for stage and discuss additional funds from BOSCA</p> <p>PC to release up to £4,500 if requested towards spend on stage</p>
	<p><u>Seesaw Homework Platform</u></p> <p>As minuted from the addenda to the last meeting, Seesaw substantially increased costs at very short notice at the end of January. PC authorised £1250 to support this.</p> <p>DB asked the school has had opportunity to assess other platforms given this unreliable behaviour.</p> <p>KN said that Seesaw is felt to be best platform for Broomhill. The senior school uses Teams for some aspects of classwork but this is not felt to be user friendly for junior school and would not easily provide the same parental communication functions as Seesaw.</p>	
	<p><u>Playground</u></p> <p>MB suggested that it may be useful to identify large scale funding targets and direct parent fundraising efforts</p>	<p>School Leadership to identify staged goals for</p>

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	<p>towards these. Playground equipment was identified as being a valuable target.</p> <p>School Leadership identified a number of pieces of equipment which were desired by the school including a mud kitchen and a slide for the hill to the Northwestern side of the school grounds.</p> <p>PC suggested having staged funding goals specifying a variety of equipment pieces which may be purchased as goals are met. This may be displayed visually within the school</p> <p>Fund raising in the next year may be targeted towards this to give parents a more concrete aim.</p> <p>PC discussed that FET currently has substantial funds (approx. £14,000) to be spent however there is value in retaining a <u>significant</u> reserve fund in case of emergency need (e.g. recently supporting rollout of Read Write Ink spelling programme and supporting Seesaw costs). Reduced council funding will make such urgent calls for funds more likely in future.</p>	<p>equipment purchases and how to display funds raised.</p> <p>PC to target funding towards this.</p>
	<p><u>Poetry Competition Prize</u></p> <p>WC asked PC to <u>help fund</u> 1/2 of the £120 cost of school Poetry prizes. PC agreed to fund this</p>	<p>PC to release £120 to school for poetry prize.</p>
<p>Communications</p>	<p><u>P7 Hyndland Transition</u></p> <p>CL advised that P7 parents have asked for issues around communication of transition events to be fed back to school leadership. The nature of transition events at Hyndland have not been clearly communicated and notification of events has occurred at very short notice (within 1 day). These communications have been confusing at times, particularly relating to whether events applied to all pupils or just those undertaking enhanced transition.</p> <p>KN advised that she issues communications from Hyndland as soon as she receives them. She has access to a list of transition events but is uncertain at present if these are finalised. It is difficult for her to identify which pupils undertake enhanced transition and so felt it safest to send all information to all parents.</p> <p>CL noted confusion as to how pupils would travel from Broomhill to Hyndland for transition events. Various communications suggested different options. Discussion that much of this stemmed from rumours and that most</p>	<p>School leadership to feed back issues to Hyndland Secondary transition team and request a summary of transition events for distribution to P7 parents.</p>

	<p>accurate information came from families with older children already in Hyndland.</p> <p>PC requested these issues are conveyed to Hyndland transition team and that a summary of transition events should be sought to be disseminated to P7 parents.</p>	
Next Meeting	The next PC Meeting will be on Wednesday 22 nd May	