

West Kilbride Primary School

Parent Council Meeting

22nd January 2024, 7pm

WK Parish Church

In attendance: Emma Clark (Chair), Judith Spence (Vice Chair), Karen Harkins (Secretary), Gemma Carson (Head Teacher), Jacqui Park (Deputy Head Teacher) Lisa Mitchell, Joe Douglas, Penny McKnight, Deborah Matchett, Jenny Clark, Laura Forsyth, Pamela Couper, Michelle Murray, Catriona Moran, Kayleigh Maxwell, Gillian Burns, Ainsley McLean.

Apologies: Kate Matthews (Treasurer), Kate Fox, Jennifer Smith, Kirsty Rolfe (Deputy Head Teacher), Louise Meeke.

1. Welcome and introduction

EC welcomed all attendees to the meeting. Everyone introduced themselves to Jacqui Park as this was her first time attending the PC meetings.

2. Previous minutes and Matters arising

The previous minutes were accurate.

Matters arising:

Dogs in the playground: It appears that the recent messaging to families regarding the no dogs in the playground rule, has been beneficial as cases have reduced.

Parking: This continues to be an issue. Todd Ferguson gave assurances that as of the end of January more police would be present around the school at busy periods to speak with those who are parking illegally. KH suggested putting out cones after the school buses have left the bus bay, however GC indicated that this would not be allowed. Discussion took place around contacting NAC about the provision of extra parking facilities around the village especially as several hundred new houses are going to be built in the village in the near future.

ACTION: JS agreed to email NAC regarding the road markings.

GC informed the group that the JRSO group within the school is up and running with working committees due to have their first meeting in February. Parking and getting to school safely will be on their agenda.

3. Finance Update

EC provided an update in Kate's absence.

The accounts have been independently audited by David Atkinson, Chartered Accountant in WK and signed off accounts for 2022/23.

The current balance is £6169.82.

Incoming funds includes:

- £61.45 from Easy Fundraising

- £200 gift from WK Craft Fayre, this went towards the class Christmas parties
- £131 from Largs Printing Company for the Christmas Cards
- £1000 from Participatory Funding for the uniform shop
- £2244.40 from the Christmas Fayre.

Outgoing funds include:

- £685 towards outdoor clothing
- £72 for compost and bulbs for the playground with Kay Hall undertaking the work voluntarily.

4. Funding Update

EC informed the group that we received £1000 from the Youth Participatory Funding budget.

Upcoming fundraising events: The Valentines Disco takes place in February. Considerations are underway to organise a car boot sale in the playground.

The PC received a voucher for Auchrannie Hotel and Spa. Potentially looking to organise a bonus ball for £5 per ticket. CM suggested running a bonus ball for regular fundraising and everyone agreed that this would be a good way to raise regular funds without too many expenses.

ACTION: EC and JS will look into what is involved in setting it up.

JD suggested running an Easter Egg Hunt, using QR codes. PM explained that the Village Hall run a similar event and it would be good to speak to the committee to potentially join up with them.

GC explained that the school is organising a Smarties for Smarties and a Splishy Splashy Stomp to raise funds for the school.

5. Events

The Christmas Fayre took place on 7th December 2023. EC felt that having businesses at the Fayre resulted in not as much profit being made. It was also felt that it wasn't as busy as previous years. Also, OSC had a table with a lot of offerings, similar to what was on offer from the parent council, which potentially also contributed to lesser profit this year.

At the Spring Fayre the PC are hoping to organise and run a BBQ in the playground weather permitting. KM asked if it would be cash payments. EC confirmed it would cash be as card readers are too expensive.

The Valentines Disco is taking place on 15th February. C & J Disco Hire will provide the music. The PC plan to increase the prices to £1.50 entry per person. Volunteers will be required, so please let EC know if you are available to help.

JD suggested offering pizza's at the Spring Fayre. All agreed that this would be a good idea.

6. Fuel Station

EC explained that a survey was sent out to parents regarding breakfast provision at home. We received 80 responses with 23% of responders saying they could not afford to buy and provide breakfast for their children in the mornings before school.

EC detailed the idea of a Fuel Station. This will be a grab-and-go food station set up outside the office where children can come in the morning before the start of the school day and at snack time, to take something to eat or drink. It will stock health choices such as fruit juice, babybel, brioche, snack bars and fruit. There will be light supervision to avoid stigma and it will be open to all children. Parents will be able to donate to the funds and in time a separate bank account will be opened for this purpose only.

EC proposed using PC funds to get it up and running, purchasing a suitable station and supplies.

All in attendance agreed.

ACTION: JS and EC to draw up a proposal.

7. Legally Blonde Theatre Show

EC explained that the school has secured 60 free tickets for pupils to attend the theatre show Legally Blonde at the end of March. It was proposed that £245 be allocated to the school from the PC funds to pay for coach hire to transport the pupils there and back.

All in attendance agreed.

8. Treasurer Post

KM has informed the committee that she wishes to step down as treasurer of the PC. She is happy to continue until another person is appointed.

KM expressed an interest in the post and will speak to EC after the meeting.

9. After School Clubs

EC relayed a query from a parent who was aware that some children have been allocated a space in multiple clubs when some don't have a space in any.

GC explained that the selection of children for clubs is selected by ballot and they use a wider achievement tracker.

Discussion took place around the allocation of pupils to clubs and how best to do this to make it fair for all children. It was suggested that when a child is allocated a club, then they are not able to apply for more. GC explained that next year, the process might be easier as all volunteers will hopefully be PVG checked and a full year's itinerary can be scheduled.

The topic of sports and more competitive clubs was raised and discussion took place around how pupils are chosen for these types of clubs given that they will require some level of skill to compete against other teams and represent the school at a competitive level.

Discussion also took place around music tuition at the school and the provision from North Ayrshire Music School. It was noted that several parents have never had any notice of music tuition offerings. Band Start was also mentioned but this doesn't seem to have run since Covid. GC explained that Miss Todd is very interested in music and has been participating in a new music skills provision programme that the school bid for training for to upskill teachers to deliver music in class. JD suggested looking at the Benedetti Foundation and GC explained that they have looked at that and Miss Todd is following that up also. North Ayrshire Music Service also do a brass provision.

ACTION: GC to speak to Mr Watson to find out what the quota for WK is and when tuition would be available.

10. Coffee Morning

EC and JS are setting up regular Coffee Mornings in the OSC building. This will be open to all parents and will hopefully be a welcome place for any parents who are feeling isolated or in need of friendship and support to come.

11. Update from West Kilbride Primary School

Gemma Carson, Head Teacher at WKPS provided an update (see attachments).

- **ATTAINMENT**

Attainment data for the academic year 2022-2023 was released publicly in December 2023. The released data shows:

- Within Reading, the average attainment of the expected level combined within P1, P4 and P7 was between 60-70%.
- Within Writing, this figure dropped to between 50-60%.
- Within Numeracy, the average was between 70-80%.
- P4 were the most negatively impacted year group, across the P1, P4 and P7 stages for which data is collected, with the number of P4 pupils attaining the expected level with Reading sitting between 40-50%, within Writing sitting at 30-40% and within Numeracy at 50-60%. This data shows that with an average class size of 23.5 pupils, within each P4 class, roughly 8 pupils are 'on track' and achieving expected levels for Writing.

However, over the last two terms, we have already taken significant steps to improve upon this – see Mrs Carson's report for details on staff training, investment in a writing programme and updates on the Big Cat reading resources.

GC commented that the purchasing of the maths resources funded by the PC has made a huge difference.

GC explained that children on intervention programmes are assessed on an ongoing basis and that parents are still welcome to sign up as volunteers to assist in the intervention work with pupils.

- **ATTENDANCE**

Attendance is monitored by NAC within all schools. Across the whole country, there has been a decline in school attendance since the COVID-19 pandemic, therefore this will become a strong focus for the school. GC explained that the process is proving helpful and enlightening.

- **ANTI-BULLYING / POSITIVE BEHAVIOUR POLICY**

GC explained that the school has not been in a position to create a Positive Behaviour Policy as yet. The Health and Wellbeing Working Group is deciding upon and implementing a programme of work that will underpin this potential policy. Once this is in place, details will be laid out to staff and pupils and a policy will be developed.

Currently, any incidences of bullying are dealt with on an individual basis. A restorative practice is used initially and then parental involvement if necessary.

- **INTERNET SAFETY**

GC explained that there have been a number of issues involving pupils and social media, particularly SnapChat. Although these are beginning at home, they do spill into the school day. Staff plan to provide internet safety information to parents at the upcoming Link and Learn sessions in February.

- **P7 ARRAN TRIP**

Dates for the 2024 Arran trip have been submitted (September or October). Dates yet to be allocated and when they are confirmation, information will be sent to parents. GC highlighted that parents are able to pay the balance of the trip in instalments and PEF funding will be used to support any child where cost is a barrier to attendance.

- **LEAVER'S HOODIES**

Discussion took place around the purchasing of the Leaver's Hoodies for P7's. It was agreed that GC will look into the ordering process of them.

- **WHAT'S NEXT?**

Food Technology Stations have been purchased from PEF funding to support pupils to develop their cooking skills.

Development of the outdoor areas has begun. The long-term aim is to have pupils growing and cooking their own food in school. A loose parts area is also in development.

With Mrs Park's expertise in Digital Technologies, we are aiming to improve access to digital resources.

Pupils have been nominating themselves for a range of new committees including Digital Technologies, Pupil Council, RRS, Eco and Sustainability and Junior Road Safety. The pupil body then voted for their preferred candidates. These groups will be up and running in the next few weeks.

12. AOB

- JD informed the group about two upcoming family events in the village, The Singing Kettle and a Burns celebration.

13. CLOSE AND DATE OF NEXT MEETING

EC thanked all for their attendance and closed the meeting.