

## West Kilbride Primary School Parent Council

Monday 13<sup>th</sup> May 2024

### Minutes of Meeting via Zoom

#### In Attendance

Emma Clark (Chair), Judith Spence (vice chair), Kayleigh Maxwell (treasurer), Gemma Carson (Head Teacher), Jackie Park (Depute Head Teacher), Kirsty Rolfe (Depute Head Teacher), Lauren Langan (Acting Depute Head Teacher), Pamela McCallum (North Ayrshire Council), Pamela Couper, Deborah Matchett, Ainsley Simpson, Kate Matthews, Gill Burns, Michelle Murray, Sarah Fleming, Carolyn Shelley, Joe Douglas, Lisa Mitchell, Penny McKnight, Laura Turner, Lisa Mitchell, Catriona Moran, Susan Rankin

#### Apologies

Jennifer Smith, Anil Chundoo, Louise Meeke, Phil Pritchard, Karen Harkins, Jennifer Reekie, Chris Ferrie, Nicole Adam

- **Welcome, introductions, new members (Emma Clark)**
  - Welcome to new members Anil Chundoo, Chris Ferrie and Carolyn Shelley.
  - Welcome to Pamela McCallum from North Ayrshire Council and thanks extended to her for taking the time to sign in.
  - EC delighted to welcome back to Kirsty Rolfe and welcome Lauren Langan.
  - EC noted Jennifer Wood's resignation from the Parent Council and extended thanks to her for contribution during her time as chair and as Parent Council member.
  
- **Previous minutes and matters arising**
  - Parking- enforcement officers have been present around the school and both EC and JS directed them to the bus bay as a problem area. Hopefully this will be a deterrent in terms of the inconsiderate parking.
  - Minibus- EC will contact Anil Chundoo for an update on the possibility of use of minibus from Hunterston.
  - School lunches- previous issues have now rectified with catering manager who was back but is currently absent again but her replacement is aware of previous issues.
  - Lost property- EC and JS held an open morning which helped to reunite items with owners. There will be a lost property table at the fayre.
  
- **Meeting 18<sup>th</sup> March 2024 (JS on behalf of Chris Ferrie)**
  - Chris Ferrie would like it noted that from his perspective he did not witness any of the aggressive/abusive behaviour that was highlighted in communications following the meeting on 18<sup>th</sup> March.
  
- **Finance update (Kayleigh Maxwell)**
  - Finance has been quiet since March.
  - Car boot made £256 profit despite a lack of footfall on the day.
  - Current bank balance is just under £4000.
  - The new planters in the school grounds have been supported by a number of donations. Thank you to Total Turfing who donated top soil, Westland Horticulture who donated compost and to A Johnson & sons for collecting and delivery of the compost.

- **Funding Update (Kayleigh Maxwell)**
  - Request made for netball kit but possibly going to get funding elsewhere for this
    - Pamela Couper exploring other avenues and GC confirmed school can support with applications too.
  - Deborah Matchett has made a request for £50 for P7 beach party. This is an agreed annual donation.
  
- **Head Teacher's Report (Gemma Carson)**
  - SEE MAY 2024 Head Teacher's Report.
  - GC- Well done to Rotary Quiz team regional semi finals this week, this sees them through to regional finals. Delighted also to have recent success in football, netball and athletics.
  
- **Active Schools Update (Emma Clark on behalf of Jordan Stewart)**
  - No update to share but Jordan will be in attendance at the fayre on Saturday.
  
- **Spring Fayre (Emma Clark)**
  - Emma will send out a volunteer email on Thursday
  - Tennis- mini nets, racquets, balls required. EC and JS to look these out.
  
- **Playground Markings (Emma Clark)**
  - Initial plan was over the summer but GC waiting on building team to get back on a proposed extension to make sure that markings weren't put in where an extension would go. NAC may pay to replace the markings if they were built over- GC is going to confirm this. Pupil Council narrowed down the designs they favoured and they will then speak to wider pupil body. It will be costly and school will pay the bulk of the cost but would welcome contribution from the Parent Council.
  
- **End of term party/disco P1-6 (Emma Clark)**
  - EC will set up a call after the fayre and those want to be involved in this. It may take the form of various stations set up that pupils can enjoy with their family.
  
- **Attainment Information (Chris Ferrie)**
  - CF requesting initial attainment information that was shared with parents to be shared again. A copy of this will be added as an appendix to the minutes of this meeting.
  - GC confirmed that there is no more up to date attainment data that hasn't already been shared via the Head Teacher reports at Parent Council meetings but invited CF to email westkilbride@ea.n-ayrshire.sch.uk if he has any specific requests.
  
- **Assessment (JS on behalf of Chris Ferrie)**
  - CF requesting that assessments be made available to parents.
  - As covered in GC report, there is no single assessment that could be issued to parents as teachers use a variety of assessment approaches and the computerised national assessment is not available to be shared.
  
- **School Improvement Plan (JS on behalf of Chris Ferrie)**
  - CF requesting that action plans be made available to parents.
  - As covered in GC report, these will be published in August.
  
- **AOB**
  - Pamela McCallum- thanked the Parent Council for invitation to join meeting. She has now enjoyed a number of visits to the school and each time has heard about the positive things

going on in the school and commented on the lovely, busy feel that there was during visits. This was confirmed by speaking to children. She commented on the supportive nature of the Parent Council. If able to, she will come along on to the fayre Saturday. EC thanked PMcC for her support and attendance.

- EC expressed thanks to parent council members.
- EC expressed thanks to Gemma for leading the team at West Kilbride Primary School to make continued improvements. Thanks to the staff team for their continued hard work.
  
- Date of next meeting-
  - AGM proposed for 2<sup>nd</sup> September 2024 at the Barony, 7-9pm. The AGM is open to all parents and carers but only current members have the right to vote. The next ordinary meeting will be in November.
  
- Close

END OF MINUTES

Draft Minutes released	Approved (Chair)	Final release (on behalf of secretary)
J Spence	E Clark	J Spence
13/5/24	14/5/24	

## APPENDIX 1 ATTAINMENT INFORMATION SHEET DISTRIBUTED IN 2023

### WEST KILBRIDE PRIMARY SCHOOL



- Attainment

I have attached the Standards and Qualities Report data, published in June 2023, for your information. However, please be mindful that this report uses data from June 2022 as a foundation for the attainment figures, given that attainment statistics for each academic year are not made public until December of that year.

#### June 2022

Stage	Numeracy	Listening and Talking	Writing	Reading
P1 Early	83%	87%	74%	74%
P4 First	79%	93%	71%	65%
P7 Second	85%	100%	74%	72%

Upon joining West Kilbride, my attention was drawn to the June 2023 data, which is **significantly** lower than that of June 2022. Data from June 2023 can be found on [Primary School Information Dashboard \(shinyapps.io\)](https://shinyapps.io) after December.

However, given that we are now using enhanced assessment, tracking and monitoring processes, we saw the data lower at the start of Term 1 than the data recorded in June. This is to be expected given that we are using more formal assessment methods, as opposed to being reliant on professional judgement. However, now that we have introduced a number of intervention programmes and 'boost' groups, we are beginning to see small increases in attainment already at individual pupil level.

Staff have recently been engaging in a wealth of professional development opportunities, one of which has been training in the use of North Ayrshire Council's Numeracy Framework. Staff have embraced this with enthusiasm and we have already seen enhanced practices in class during lesson observations linked to the framework. However, an audit identified a lack of learning and teaching resources to support the delivery of Numeracy and Maths within the school. To be clear, no resources have been discarded since I have been in post. I have attached the audit and toolkit contents to demonstrate the robustness of the process in developing the class toolkits and to highlight that many resources are being made in school to minimise costs (highlighted in green), although these were not final figures in terms of costings. Our resource budget is very limited and so the Parent Council have very generously offered to support towards some of these costs, the remainder of which will be taken from our School Fund.

Looking at broader resources, we have invested in extending our reading scheme, Big Cat, to cover P4 and P5, including the sourcing and/or purchasing of additional books and linked planning, assessment and learning and teaching materials at a rough cost of £3,000.

We have also invested in Nelson Handwriting to ensure we have a progressive programme of work.

We currently have no writing programme in place and our Literacy working party are exploring different resource options to support progression within this curricular area.