

West Kilbride Primary School Parent Council

Ordinary Meeting

Monday 13th January 2025

Minutes of Meeting

Online via Zoom

In Attendance

Emma Clark (Chair), Judith Spence (vice chair), Kayleigh Maxwell (treasurer), Gemma Carson (Head Teacher), Jenny Ryrie (Depute Head Teacher), Anil Chundoo, Karen Harkins, Vicky Ramage, Penny McKnight, Dyenaba Cowan, Rebekah Tosh, Catriona Moran, Susan Rankin, Samantha Parker, Kate Matthews, Gillian Burns, Joe Douglas, Ainsley Simpson, Jennifer da Silva Neto, Sarah Fleming, Erica Wilson, Lisa Mitchell

Apologies

Michelle Duffy, Carolyn Shelley, Jenny Clark, Jennifer Smith, Jackie Park (Depute Head Teacher), Hazel Haddow, Michelle Murray, Kate Fox, Christopher Ferrie, Nicole Adam, Phil Pritchard, Kara Andrews, Laura Turner, Victoria Laurence

Welcome, apologies (Emma Clark)

Christmas Fayre Report

The Christmas Fayre was extremely well supported and we made a profit of £3800, this is £1000 more than 2023. We trialled online ticketing for calendar and grotto and this vastly reduced admin as well as making these stalls run more smoothly on the night with no cash being taken.

Finance report (Kayleigh Maxwell)

The balance is around £8860 after funding of some items from pre-Christmas.

Head Teacher's report

1. Staffing

Miss Todd has now left to begin her maternity leave and, following competitive interview, her post in P3T will temporarily be filled by Miss Shelby Galloway for the duration of her maternity leave. Unfortunately, Miss Galloway is committed to her current post until Friday 24 th January and so she will join us on Monday 27th January. Miss Galloway has previously worked in our upper school department and so already has positive relationships in place with both staff and pupils. The post will be covered consistently until then by Miss Yasmin Nolan.

We have also appointed Mrs Claire Edgar to our vacant full-time Education Business Assistant post and look forward to welcoming her also on Monday 27 th January. Unfortunately, Mrs Davidson has decided to retire from her EBA post and will say her farewell at the Easter Holidays after an amazing 21 years serving the school. Our front office will not be the same without her and her working knowledge of our community. We wish her all the very best in her retirement.

2. IT Infrastructure

As you know, we are keen to boost our IT infrastructure to support enhanced access for our young people. We have already purchased 10 iPad devices at the start of the academic year and these have been in circulation for class use. After consultation with staff on how our devices can best be utilised, we have decided to spend our remaining PEF budget and some additional school fund input, to purchase an additional 14 iPads and 5 laptops. Classes will be issued with one iPad for their sole use and the remaining iPads will be timetabled for use across the infant and upper departments, allowing staff to make the most use of the additional devices. Ideally, we would benefit from a further 10 laptops in addition to these and we would encourage our Parent Council to apply for grant funding for 5 laptops from the West Kilbride Community Trust to support us to achieve this aim.

Using our school fund, we have also purchased 10 Voxblocks audio-reader devices with protective bumpers and headphones, alongside 20 fiction and non-fiction audiobooks, strategically chosen to meet needs across the curriculum. These will support our learners, including those with a Dyslexia profile, to access texts for enjoyment and allow children to listen to stories being read on either an individual basis or as part of a group. These will contribute to an inclusive and accessible library offering.

3. School Library

Led by Mrs Bone, the development of our school library is well underway. Pupils completed a survey with their Class Teacher which allowed them to share their views about what they'd like to see added to our library. Using this information, we ordered a variety of new books via our Scholastic Book Fund, which have now arrived in school, allowing pupils to access a range of texts covering themes of diversity, inclusion and LGBTQ+. We have also added more accessible books to our Dyslexia section in order to promote more opportunities for reading for pleasure for our Dyslexic Learners. Additionally, new non-fiction titles, graphic novels and infant chapter books have been purchased in response to Pupil Voice and a 'QR Code Library' has been developed to allow children to access video stories using digital technology.

4. Attainment

As you know, we have been on a journey to raise our attainment through targeted approaches to learning and teaching, including significant investment in resources, opportunities for staff development and a heavy investment in strategic interventions. I have included our attainment data for the 2023-2024 academic year, alongside comparison data from previous years. This data can also be viewed here: Primary School Information Dashboard https://scotland.shinyapps.io/sg-primary_school_information_dashboard/

As you can see, aside from our P7 cohort and a 0.34% fall in P4 Reading, attainment has improved across all other stages within Reading, Writing, Listening and Talking and Numeracy. Given that initial data had fallen since it was gathered in June 2023, this is a significant success in our journey to improvement.

P1 attainment in Reading, Writing and Numeracy were above our Local Authority average for last year, following the successful introduction of new progression planners and our new PM Writing programme. This programme and the associated professional development opportunities, also accounted for the sharp rise in P4 writing attainment by 22.7%.

We recognise that, despite significant improvement, Reading and Writing attainment within our upper stages is still mainly below Local Authority expectations. As such, we continue to take steps to develop this. Within this year's School Improvement Planning (2024-2025), we are continuing our staff development

programme in relation to PM Writing to deepen staff knowledge of pedagogy and whilst we are still utilising our ReadingWise intervention programme, select pupils in P4, 5 and 6 have been identified for our Boosting Reading programme for intensive reading support.

Reading		2020/2021	2021/2022	Variance	2022/2023	Variance	2023/2024	Variance
P1	WKPS	86.36%	76.92%	-9.44%	72.73%	-4.19%	79.49%	+6.76%
	NAC	68.25%	74.50%	+6.25%	76.97%	+2.47%	77.42%	+0.45%
P4	WKPS	85.42%	80.49%	-4.93%	49.12%	-31.37%	48.78%	-0.34%
	NAC	65.13%	73.12%	+7.99%	73.21%	+0.09%	74.51%	+1.3%
P7	WKPS	94.74%	72.41%	-22.33%	76.32%	+3.91%	76%	-0.32%
	NAC	70.79%	78.73%	+7.94%	77.16%	-1.57%	78.83%	+1.67%
Combined	WKPS	88.46%	76.16%	-12.3%	64.03%	-12.13%	68.46%	+4.43%
	NAC	68.11%	78.55%	+10.44%	78.56%	+0.01%	80.73%	+2.17%

Writing		2020/2021	2021/2022	Variance	2022/2023	Variance	2023/2024	Variance
P1	WKPS	79.55%	76.92%	-2.63%	72.73%	-4.19%	82.05%	+9.32%
	NAC	67.55%	73.46%	+5.91%	75.41%	+1.95%	76.27%	+3.54%
P4	WKPS	72.92%	70.73%	-2.19%	33.33%	-37.4%	56.1%	+22.7%
	NAC	57.28%	66.76%	+9.48%	67.91%	+1.15%	68.59%	+0.68%
P7	WKPS	84.21%	70.69%	-13.52%	81.58%	+10.89%	66%	-15.58%
	NAC	62.75%	70.57%	+7.82%	71.29%	+0.72%	71.87%	+0.58%
Combined	WKPS	78.46%	72.85%	-5.61%	58.99%	-13.86%	67.69%	+8.7%
	NAC	62.41%	74.40%	+11.99%	75.24%	+0.84%	77.19%	+1.95%

Listening & Talking		2020/2021	2021/2022	Variance	2022/2023	Variance	2023/2024	Variance
P1	WKPS	88.64%	98.08%	+9.44%	77.27%	-20.81%	84.62%	+7.35%
	NAC	76.55%	83.21%	+6.66%	84.75%	+1.54%	85.42%	+0.67%
P4	WKPS	91.67%	68.29%	-23.38%	64.91%	-3.38%	87.80	+22.89%
	NAC	74.21%	81.29%	+7.08%	82.51%	+1.22%	84.56%	+2.05%
P7	WKPS	97.37%	98.28%	+0.91%	100%	+1.72%	90%	-10%
	NAC	79.65%	86.02%	+6.37%	84.62%	-1.4%	86.99%	+2.37%
Combined	WKPS	92.31%	96.69%	+4.38%	78.42%	-18.27%	87.69%	+9.27%
	NAC	76.87%	84.86%	+7.99%	84.44%	-0.42%	87.20%	+2.76%

Numeracy		2020/2021	2021/2022	Variance	2022/2023	Variance	2023/2024	Variance
P1	WKPS	90.91%	86.54%	-4.37%	81.82%	-4.72%	92.31%	+10.49%
	NAC	74.07%	80.34%	+6.32%	81.56%	+1.22%	81.51%	-0.05%
P4	WKPS	87.50%	80.49%	-7.01%	56.14%	-24.35%	68.29%	+12.15%
	NAC	59.65%	72.49%	+12.84%	72.17%	-0.32%	73.54%	+1.37%
P7	WKPS	89.47%	68.97%	-20.5%	86.84%	+17.87%	66%	-20.84%
	NAC	68.70%	74.18%	+5.48%	74.54%	+0.36%	74.40%	-0.14%
Combined	WKPS	89.23%	78.15%	-11.08%	72.66%	-5.49%	74.62%	+1.96%
	NAC	67.34%	77.25%	+9.91%	78.07%	+0.82%	79.53%	+1.46%

5. Promoting Positive Relationships and Managing Behaviour

As you know, we recently issued a survey to parents and carers surrounding positive relationships and behaviour management within the school and we would like to thank the 75 parents/carers who responded with their views. This was also reinforced by both staff and pupil surveys to ensure all voices were heard within our consultation. We have now collated these results and will use these to form an action plan and policy document, which will guide us moving forward. This will be published in our school website in due

course. We will also be welcoming parents/carers to workshops to address some of the issues and knowledge gaps raised within the responses.

We have already taken significant steps towards changing the culture within our school over the past year, supporting us to work towards the realisation of our values of 'Community, Nurture, Inclusion and Challenge'. Part of this process has been about establishing visible consistencies across our school- pupils becoming more aware of expectations for behaviour across the school including being respectful to others when lining up and moving around the school- and ensuring staff responses to challenge and unacceptable behaviour are consistent. This will be reinforced through our policy document and positive reinforcement of this is already offered to pupils via our new House system, consistent messages from staff and via our assembly content.

Our assembly content, yearly overview calendar and teaching programmes also help deliver key messages of inclusion, diversity and anti-bullying. Despite these messages, there have been four recorded incidents of bullying over the last two years, two within the 2023-2024 academic year and two within the 2024-2025 academic year, half of which have had a racial component and all of which involve pupils within our current P6 cohort.

As a result, we have implemented a tailored, intensive teaching programme for this year group, which will begin tomorrow and last for six weeks. This will introduce historical contexts of discrimination and explore these with the children in a sensitive way, linking our discussions and tasks with the UNCRC and Global Goals. This will allow pupils to define and reflect upon discrimination as a concept before applying their understanding to the contemporary context. Working definitions and opportunities to challenge stereotypes will be incorporated throughout activities based on the 'Introduction to Anti- Racism and Racial Literacy' resource in order to develop unbiased, critical thinking. It is our hope to challenge any fixed mindsets which have developed within the learning environment and open children up to an understanding of global diversity issues and collective responsibility for challenging injustice and discrimination. Through delivering sensitive and mindful diversity and respect inputs, we hope to challenge some of the assumptions and stereotypes that children may have and foster a greater sense of acceptance and understanding. We would urge parents/carers to get in touch with the school office and link DHT in the first instance should they wish to discuss any of these issues in more detail.

JD raised a question on whether all nine protected characteristics will be covered with children? GC explained that this hasn't been specifically covered in the past but it will be covered. There are multiple benefits to teaching pupils about this, including supporting them in feeling secure about finding their own identity in the future.

Local authority review will take place on 4th and 5th February. Partner voices are to be included in this. Other partners have been invited and GC is keen for parents/ carers to be represented. GC will let EC know times for this and Parent Council members will be informed.

Anil Chundoo confirmed that a donation from his workplace of 8 devices will be delivered to the school in a couple of weeks time.

IT/ Tech Update (Emma Clark)

The Parent Council will apply for the £2000 grant for laptops, applications close at the end of February. EC Proposed that the Parent Council will pay for the remaining £2000 so that the full number of laptops needed can be purchased. GC expressed thanks for that.

Bullying Policy

Covered in HT report.

NAC Snack Provision (Emma Clark)

NAC currently provides a snack trolley each day but the trial for this ends in March. GC and EC haven't heard back about whether this will continue. We will hopefully have an update soon. In the past the Parent Council funded breakfast and snacks and would possibly look to continue this if NAC funding is withdrawn.

Sporting Calendar NAC/ Pupil Participation (Vicky Ramage)

There were a few athletics events that children missed out on last year due to funding cuts. VR looking to see if there was funding for this? Mrs Bone has replaced Mrs Reid as the coordinator for this. GC explained that the cost for these events are prohibitive when it's relatively small number of children involved. Attending one event was going to cost £400 which can not be justified on a per capita basis. VR wondering if parents can help with transport? GC explained that this has happened in the past and can continue for small events but isn't always viable for larger ones. Another option is to split the cost amongst parents but NAC have clear rules on keeping down the cost of the school day which prevents this. WKPS does have a much smaller budget than many other schools due to WKPS having a low number of pupils in SIMD 1-2. There is no athletics team currently as they are looking for a coach. EC offered to put a request out on facebook to try to find a coach.

World Book Day/ Wonka Fundraiser (Judith Spence)

We are proposing a 'Wonka Bar, Golden Ticket' fundraiser to tie in with World Book Day. We will be selling small chocolate bars, some will have a golden tickets hidden in them. Those who find a golden ticket can exchange it for a book. Chocolate bars will be preordered online. Chocolate bars will be nut free and we will offer a dairy free alternative. We will purchase a selection of books, for various reading levels and interests. We still need to fully cost this out but bars are likely to cost £1. This is possibly not going to be a massive money maker, but we're hoping it'll generate a bit of excitement around World Book Day and further promote reading for enjoyment.

Spring/Summer Fayre Proposals (Judith Spence)

Spring/Summer fayre has been a community event that the parent council have run for some years now. It's been held on a Saturday and is extremely well supported by parents and the wider community. It's one of our biggest fundraisers and last year made £3174.

Unfortunately NAC have made the decision not to hire their schools outwith school hours. We have contacted local councillors and made a formal complaint to NAC but we haven't got anywhere with this. Reason given is budget cuts in terms of staffing costs and heating building, we can't really see the logic in

this when we don't want access to the building and we know the price we pay per hour is almost triple the janitorial hourly rate. This left us looking for alternative venues within the village.

Emma and I have spent some time looking into the possibilities and there really isn't an ideal solution.

1. Village Hall- indoor event is not ideal and not really in keeping with the atmosphere of previous events. There is availability for one Saturday in May but we don't think it would be as successful if we don't have outdoor space.

2. Glen- access is a real issue and transporting tables and resources would be problematic. Possibility of storing items at the football pavilion but issues getting everything there. we'd need to transport tables etc. Plus no rainy day option.

3. community centre- car park can't be used due to contract with carers and other outdoor space isn't big enough or safe enough underfoot. Therefore, the same issue stands as at the village hall.

4 Astro pitch in school- an inconsistency in the no weekend let decision is that the astro pitch is still used over the weekend. We contemplated hiring this but there wouldn't be enough room for all our usual stalls and we need access to the school for things like the bottles for bottle stall etc.

5. Church- outdoor spaces are limited and safety is an issue as there is drop at the otherside of the wall that surrounds the church grounds.

We are also considering an evening event 5-7pm in the school playground. We are waiting for information from Community Resources as to whether this is a possibility to hire the school grounds for this. Our concern with this is lack of volunteers and lack of people attending on a weekday. The weekend summer fayre is very well supported and we know that the majority of our parent body are working and therefore will not be free to volunteer or come along to attend the event. When we surveyed this group we had less than ten people able to volunteer for an afternoon, so it would only be a viable option if we had a good number of confirmed volunteers. We are aware an afternoon causes complications for a lot of people due to children's activities and childcare. We struggle for the Christmas fayre volunteers for this reason and we need even more for the outdoor fayre to get set up.

In summary, there's no ideal solution. None of the other local venues are really suitable for a weekend event so we will go ahead with a weekday event at the school if we get confirmation that we can hire the grounds for this. Date to be confirmed but likely to be June.

School Grounds Update (JS on behalf of Michelle Duffy)

The local Mens' Shed has constructed 3x 1.2m sleeper style benches which will be finished soon. These will be funded by the Parent COuncil, as agreed previously.

In other gardening news, Kay Hall has secured funding for a Poly Tunnel for the garden area, which is amazing! We expect it to be available to construct in the Easter holidays, so more to come on that. The volunteer group leading the gardening project are meeting in early Feb to review the gardening plans for the spring term.

AOB

None

Close - reminder of next meeting date - Mon 10th March 2025

END OF MINUTES

Draft Minutes released	Approved (Chair)	Final release (on behalf of secretary)
J Spence	E Clark	J Spence
14/1/25	14/1/24	14/1/25