

West Kilbride Primary School Parent Council

Monday 11th May 2026

Minutes of Meeting

West Kilbride Parish Church Hall

Welcome, apologies (Emma Clark)

In Attendance

Emma Clark (Chair), Judith Spence (vice chair), Kayleigh Maxwell (treasurer), Gemma Carson (Head Teacher), Jenny Ryrie (Depute Head Teacher), Jacqui Park (Depute Head Teacher), Lauren Grant (Principal Teacher) Dyenaba Cowan, Lisa Mitchell, Anil Chundoo, Michelle Duffy, Karen Harkins, Jennifer da Silva Neto, Susan Rankin

Apologies

Jenny Clark, Gillian Burns, Catriona Moran, Phil Pritchard, Hazel Haddow, Joe Douglas, Victoria Lawrence (secretary), Ainsley Simpson, Jennifer Smith, Michelle Murray, Kate Matthews, Erica Wilson, Sonia Nunn

Fundraising Events

Upcoming events are our Spring Fayre on 29th May and End of Term Disco on 18th June. Please email wkpspc@outlook.com if you can volunteer at either of these events.

Funding Requests

£100 towards EYC end of term celebration- agreed

£300 towards P7 end of term celebration- agreed

£120 for replacement fire pit- agreed

Finance Update (Kayleigh Maxwell)

WKPSPC Financial Report for 03/03/2026 to 11/05/2026

Current Account

Current Balance [as at 11/05/2026] - £4,744.51

Income	
Abba Tribute [Takings]	£1,068.75
World Book Day [Less Float - £60.00]	£316.60
Total	£1,385.35

Expenditure	
Abba Tribute	£20.50
Parent Portal Prize / Fischy Music	£328.88
World Book Day*	£34.30
Fuel Station	£37.40
Volunteer Supplies	£15.73
Summer Fayre	£325.85
EYC Easter Eggs	£23.76
Garden Project [Container Contribution + Woodbase]	£1,226.10
Total	£2,012.52

*this does not include all expenses for this event- profit was £91.94

Outstanding expenditure:

- P7 End of Year Party
- Summer Fayre
- End of Term Disco

Outstanding income & Grant applications:

Community Trust Grant Application to be in by the end of this week

Head Teachers Report (Gemma Carson)

1. Staffing

Unfortunately, we have started the term with a number of staff absences, with three staff absent within the school and two of our three core staff absent within the EYC. Whilst we are managing to cover this, some of this cover has been internal due to the lack of available supply staff, which inevitably adds pressure to our staff team. We hope to be back on an even keel again soon.

2. Outdoor Learning

As you know, we have been developing our outdoor learning area and resources over the past couple of years and are justifiably proud of what we have created. As such, we have invited parents/carers into school to showcase what has been developed so far through 'Teddy Bear's Picnic' events for P1-3 and 'Woodland Wanders' for P4-7. These have been very well attended and the feedback from attendees has been extremely positive. Thank you to everyone who has attended so far.

Our development plans remain ongoing, with the new storage container in our sights- groundwork is being organised to support siting this upon delivery and this will support storage of many of our gardening materials. We have also recently applied for our Royal Horticultural Society Level 4 Award and hope to hear whether or not we have been successful over the coming weeks. Thank you to Michelle for supporting with this process.

All children benefit from opportunities to use our outdoor spaces. This takes many forms from free-play activities and taking traditional learning outside (for example, finding chalk sounds written in the playground) to more tailored outdoor learning opportunities following our outdoor learning progression planner. This planner supports bespoke learning opportunities tailored to the outdoor environment, such as fire pit use, den building skills and slacklining. For example, fire pit skills begin with using the fire pit safely and working up from toasting marshmallows in the infant classes to cooking bread for the upper stages. All children have a mandatory embankment slot across the week, regardless of weather conditions but teachers are asked to use the outdoor environment as much as possible.

Our fire pit has been well used in the two years since it was purchased and as such, has recently lost a leg. Support to purchase a new fire pit by the Parent Council would be much appreciated.

3. 2026-2027 School Improvement Priorities

North Ayrshire Council have introduced a new reading programme, “North Ayrshire Reads” (NAR), which will be mandatory for all schools to use moving forward, following a three-year roll out programme. As you may know, we have focussed on several aspects of Literacy development over the last three years, including the purchase of PM Writing and training in the use of this programme and also a tailored programme to support the development of Talking and Listening. Whilst we have spent a significant amount of money investing in our Reading scheme, alongside a sideways progression pathway for off-track learners, we have yet to focus on this in terms of upskilling staff on the pedagogy and science of reading and so this was our intention in terms of SIP focus for next year. We are, therefore, very grateful to have been selected to be in the first group of 15 pilot schools, who will focus on developing and delivering the NAR programme next year, in collaboration with the Professional Learning Academy (PLA). This is an exciting opportunity, which will include hands-on modelling and training delivered by the PLA and will see an intensive focus on reading next year. NAC will also provide a budgetary uplift to support this delivery, so we will be able to purchase a range of new resources across the coming year, although the amount is still to be confirmed. This initiative will also involve training and engagement opportunities for parents/carers.

Additionally, we will be focussing on improving behaviours and developing positive attitudes across the school, through targeted work on expectations and consequences next year. We will also be undertaking targeted work on attendance. Although our attendance rates overall do not cause concern, we are looking at targeting key groups to boost school engagement and attendance, in line with Local Authority priorities.

We will also continue to embed the teaching and language of Meta-skill use across the school, supporting pupils to assess their progress in developing these skills and creating individual targets to improve upon this. P4-7 have started to use My World of Work platform for target setting, information on this will be shared with parents.

Lastly, we will work with cluster colleagues to engage in moderation activities, with a focus on Writing given that this is an area of challenge in terms of data across the cluster and to ensure staff are using our new PM Writing resources and assessment processes effectively.

4. Engagement with Parents

We recently surveyed parents with regards to Learning Conversations, and the results were not as clear cut as we anticipated. Of the 104 responses, 41 asked for one Learning Conversation across the year, two Link and Learn events and the continuation of our Learning Showcases, 49 respondents voted for the return of two Learning Conversations with two Link and Learn events and no learning showcase and 14 respondents had no preference. We shared this information with staff and asked them what they would prefer. Given that feedback and engagement have been so positive around our Learning Showcases, staff voted to retain these with two Learning Conversations and one Link and Learn event. I believe this model gives us the best of both worlds and we hope to be able to support this in our Working Time Agreement with staff for next year.

5. Rights Respecting School Award

We continue to work on our 'Journey to Gold' and our next step is to include work on Equality and Diversity with both pupils and their families, as well as organising a campaign linked to our community and Global Goals. The RRS Steering Group will lead this across the school within their classes and at assemblies to bring it to the forefront. The campaign will be decided on Wednesday 13th May when Mrs Grant next meets with her group and this will be shared in due course. We seek your support to share this with the wider community and where possible, get yourself involved. We were given many positives to continue to build upon from our Silver re-accreditation and look forward to working on these next steps.

6. Arran Residential

Both P7 classes recently returned from their Arran residential trips, where they were supported across the week by six staff volunteers. Pupils all had a great time across the two visits, engaging in activities including gorge walking, paddle boarding, kayaking, snorkelling and the climbing wall amongst others, with photos available to view on the 'Arran Outdoor Education Centre' Facebook page. I would like to send my sincere thanks to Mrs Reid, Mrs Shanks, Mrs Bardell, Miss Ryrie, Mr Leishman and Miss Mudge for their support for this learning experience, which would not have been possible without them. Next year's P7 will go as one group in April 2027.

AOB

AGM date for 2026-27- 7th September 2026.

North Ayrshire Council have indicated that staffing will not be confirmed until early in June and due to this delay, classes and teachers for next year will not be confirmed until after this has been received by the school

END OF MINUTES

Draft Minutes released	Approved (Chair)	Final release (on behalf of secretary)
J Spence	E Clark	J Spence

11/5/26	11/5/26	11/5/26
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