

**St Augustine's Primary and Nursery Class Parent Council Meeting**

**Minutes of Meeting on 26th of May 2021**

**Parent Council Members Present:**

Stephen Kirley (Chair)

John Glen

Amanda O'Dowd

Lisa McDines

Gillian McCaul

Njoki Sawaya-McLeish

Martin McWilliams

Camille McWilliams

**Others Present:**

Caroline Docherty (HT)

Tom Castles (Councillor)

**Apologies:**

Iain Kinnear

Father Kane

**Agenda:**

**1. Chairperson Welcome and Apologies**

Mr Kirley opened the meeting with a prayer.

He welcomed everyone to the meeting, and gave apologies as above.

**2. Review of minutes & actions from last meeting**

The minutes from the last meeting have no proposed amendments so were therefore accepted. Mrs Docherty was asked to please post them to the school blog.

* Nursery Parking: My Kirley received a reply from Councillor Carragher (dated 14.05.2021) stating that the survey of the current traffic and parking issued would be undertaking next week, and would feedback from this. Mr Kirley will chase this up again for response.

**3. Received Communications:**

NLC Communications

* Email invitation to the next training for senior management posts. However as St Augustine's currently already has 4 (minimum of 3 required) members trained in this, we were not invited to take part in this one.

It was noted that the next training should be following the AGM, which will then require someone to be trained due to changing parent council member numbers.

* Email invitation to the Parent Council Consultation Group Meeting on 13.05.2021. Mr Kirley attended and provided the feedback below.

Parent Council Consultation Group Meeting Update

Derek Brown updated that NLC schools are all following the current Level 2 COVID guidelines. Further guidance will be sent from the Scottish Government to the local councils when required, which will then be forwarded to schools.

There has been a great uptake in the lateral flow testing carried out by staff and also pupils in secondary schools, and current infection rates in NLC education establishments are low.

Jamie O'Neil and Pauline O'Neil gave a presentation for NLC secondary schools moving to a 32 hour week from August 2021. These schools will finish at 12.30pm on a Friday, with the view of the afternoon opening up opportunities for pupils in the form of such things as apprenticeships, skills labs, art and music classes and Duke of Edinburgh Awards

More information on this will follow, however they are hopeful that it will be successful in giving enrichment for pupils across the local authority.

Parent Council Communications

There have been no email communications to the Parent Council since the last meeting.

**4. Head Teacher Report and School Improvement Plan**

* **Risk Assessments –** we remain vigilant around the school and at the school gates /fence in order to remain mitigating risk. Staggered departure times, staggered breaks, mask wearing, two metre distance, two staffrooms. The parents have been called to take their child home if presenting with a new cough, temperature. Parents have been extremely supportive and have kept the school well informed if taking their child for a COVID test and sharing results. This has been greatly appreciated by the school. Children remain in bubbles and we remain using seating plan in the classroom and at lunchtime. The school will undertake risk assessments associated with any classes who are out of school at any point this session.
* **Infant Induction** – the school have been running an induction programme with the children who currently attend our nursery. This has been a comprehensive transition programme over a number of weeks involving visits to the classroom, hall and ITC suite. This will greatly support the children transferring to school in August. The school has sent out letters to inform of virtual coffee morning for parents, a planned visit to school and have shared the link of video made by Miss Ross all about starting school.
* **Support around HWB** – staff completed a strengths and difficulty questionnaire for all pupils last term. The results will be analysed by Mrs Elliott and will provide staff with an overview of what further supports can be put in place. Counselling service The Exchange completed their supports in the school which primarily focused upon resilience. A new counselling service has now commenced for a number of pupils – Teentalk. This is for pupils age 10 +, we already have a number of parents who have been in contact to confirm they would like their child to be part of this 1-1 counselling service based upon the needs of each child.
* **Digital Devices –** in total the school have provided over 60 laptops to identified pupils across the school. The funding for this was from the Scottish Government. The school have a further 10 devices to allocate under specified criteria. Work remains ongoing in terms of distribution.
* **Communicating and gathering feedback from pupils and parents –** the school will be canvassing views using online forms. This will be used to identify ongoing improvementsand specified targets within our school improvement plan
* **Improvement Plan and Report –** the school will submit Report for this school session and Plan for 21/22 by the end of June. Staff have already reviewed plan and recorded evaluative statements in terms of outcome and impact. A cluster meeting is due to take place next week to discuss cluster priorities. It is intended that due to the impact of lockdowns our priorities will remain focused upon recovery and addressing the impact of lost learning for pupils across all stages whilst primarily focusing upon those pupils most impacted. Our recent assessments and teacher professional judgement gives a clear indication of the interventions required next session to make a difference.
* **Reporting on Progress and Achievement** – teachers are currently writing end of term reports and are updating progress and achievement data for their class. Data will inform groupings and classes for next session. The school will also submit returns in terms of achievement of a level – Early, First, Second Level – to Scottish Government by the end of June. The school have a wide range of data around each child and have tracked each child’s learning journey. Current attainment data for the school tells a story and indicates where and what interventions are required to make an impact on attainment.
* **Poverty Proofing Policy**- the school has a draft poverty proofing policy. This takes account of the wide variety of need in school and the need to prevent families feeling hardship due to financial demands of school life – outings, paying for clubs, school wear, events etc. The school has a clear policy to ensure families feel supported and that account has been taken of the impact on families. The school will bring to the attention of parents the variety of jackets, blazers, cardigans and jumpers that have been washed and are available for uplift to any family. The uniforms available can be purchased via a donation to school funds. All items were in our lost/unclaimed property.
* **Digital Policy** – the school has a draft digital policy and will be working to further develop its’ programme for digital skills progression. The school aims to apply for Digital Schools Award next session.
* **PEF Money** – we are currently evaluating the impact of our PEF spends for this financial year. We always endeavour to secure additionality in our staffing allocation for each session and would be looking to secure staffing next session for this purpose. This is how the majority of our money is spent. This year has been an unprecedented year and the need to have additionality was central to making sure we could provide cover requirements when the need arose, however, our ability to sustain interventions was impacted. We recognise additionality in staffing has the greatest impact on our learners and are fully aware of where the need is most evident within our school and what needs to be done to address noted concerns around attainment levels. This will all be factored in when we plan for PEF spends for the next financial year. We aim to continue to ensure additionality in our staffing alongside a continued focus on improving IT provision, purchase of more i-pads, the start of staged buys with the purchase of Promethean boards and assessment materials.
* **School infra structure/ school grounds update** – the nursery roof (glass dome) is repaired and there are no reported leaks. Blue tarpaulin removed. Roof above room 2 and 3 is repaired. No leaks. The ground floor has new flooring, room 1 and 2 have new flooring. The appearance of the school is much improved. New door mats are on order at a cost of over £300. Nursery grounds have been addressed as a result of much complaining. The grounds were cleared of debris and new turf laid. Old wall and fencing was also removed – increasing play space for nursery. Tarmacked play area was also extended. Bamboo fencing has been ordered to screen off the nursery. Restorative Justice will be working with the school to weed a large section of ground at the front of the school.
* **Nursery Update** –the nursery has 37 returning children next session. There were only 8 nursery places made available for next session. Names were put in a ballot and there is a current waiting list for the nursery next session.
* **Virtual Assembly** – Pr 7 house captains and vice captains continue to deliver virtual assemblies at the end of every month. The children love doing it and the whole school love watching them. End of month assembly provided updates to pupils, shout outs and presentation of pupil awards. The school twitter is a great source of news of learning taking place across the school.
* **Home, School, Parish Update** - First Reconciliation and First Communions have now all taken place. Parent feedback was very positive and parents were delighted that extended family could be accommodated in the church. Many thanks to Father for such beautiful and personable services. Classes have made visits to the Calvary Scene in the Parish gardens. Pr. 4 – 7 classes have enjoyed retreats at the Parish Centre thanks to Father and Jan. The school makes excellent use of Being Catholic TV as a good source to support the delivery of RE. The school supported Aid to the Church in Need with all classes saying a Daily Decade in aid of peace in our world. Plans are already in place to have our Leavers Mass and awards ceremony in the church at the end of term.

**5. Parish Update**

Father Kane would like to pass on his thanks and appreciation to Jan and the St Augustine's teachers for all the work they have been providing on faith and the sacraments. He would like to congratulate them all on maintaining such a high level of Catholic education in the current circumstances.

Father Kane also passed on that he plans to conduct class masses for the children at the Calvary cross in the parish garden in the future, weather permitting.

**6. Any Other Business**

Mrs Docherty expressed her gratitude the Parent Council, especially given the circumstances of the past year. She feels the Parent Council has been a great continuous support of the school.

Mr Kirley wished to thank Mrs Docherty for this school year and for all the work she does. He again passed on if there was anything the Parent Council could do on her behalf just to let them know.

**7. Actions to be taken forward**

* Mr Kirley will follow up on the nursery parking and traffic.
* Mrs Docherty will forward on the Poverty Proofing Policy to the Parent Council.

**Next Meeting Date: Wednesday the 1st of September**