



St Brendan's
Primary School and Nursery
45 Barons Road
Motherwell
ML1 2NB

Parents
Council
Meeting – Minutes

Date : 26/09/23

Time : 18.00

Meeting chaired by : Donna Matthewman

Distribution of Minutes:

All attendees
Catherine Sweeney
Motherwell Cllrs

Attendees :

- Mrs Oates (HT - MO)
- Mrs Colton (MC)
- Donna Matthewman (C - DM)
- Lisa Hewitt (VC – LH)
- Collette Feeney (CF)
- Kate Anderson (KA)
- Martin Grey (MG)
- Louise Curley (LC)
- Chloe Robertson (CR)
- Cllr Kenny Duffy (KD)

Apologies:

- Miss Burns (MB)
- Mrs Cassidy (Clerk – MCA)
- Karen Nailen (KN)
- Lesley-Ann Henderson (SEC – LAH)



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<u>Reference</u>	<u>Comment</u>
1.00	<u>REVIEW OF PREVIOUS MINUTES</u>
1.01	All in agreement that the minutes reflected this AGM discussion so no issues
2.00	<u>COMMUNICATION – SHARING OF MINUTES AND NOTIFICATION OF KEY DATES</u>
2.01	<u>Sharing of Minutes</u> – agreement reached for the minute taker to have the minutes completed within 1 week of the meeting and for the school to sign them off and distribute to the PC Committee and wider Parent Forum within a further week. Therefore within 2 weeks from the meeting, the minutes will be available to all, having been emailed via groupcall, shared on the school app and posted on the PC Social Media pages.
2.02	<u>Sharing of Key Dates / Adequate Notice to Parents</u> – the PC raised the point that sometimes key dates can be shared at the last minute or with little notice to parents. A recent example of this was the Homework Info session for new P1 parents. We recognise that parents need notice to be able to make work or childcare arrangements and the school has taken this on board. MO explained that most key dates are planned well in advance (often before the summer holidays for the next school year) and will consider timings for sharing these. MO also advised that the Sept/Oct newsletter has a lot of information, specifically around important dates, including the settling in parents evening which is scheduled for Thurs 12 th October.
3.00	<u>PANTOMIME</u>
3.01	MO shared that she has no information at this stage from Motherwell Civic regarding whether or not the panto will go ahead as planned. She is however working hard behind the scenes to line up a suitable 'Plan B' in case it's cancelled altogether. MO stressed that any alternative arrangements will not incur any additional costs for parents. If there is an additional cost (eg higher bus costs for travelling further afield etc) this will be explored with the Parent Fundraising Group as the school is conscious of the current cost of living and does not want to ask any more of families. Given that MO is confident that something will take place, she's encouraging all families to pay the £16 so that the school is in a position to act as quickly as possible to secure something for the children. Cllr Duffy pledged to try to get a quick response re the panto to share with us.
4.00	<u>PLAYGROUND</u>



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4.01

MO raised that the Playground is on the school improvement plan and advised that much of the play equipment is in poor condition and in need of significant repairs. With no budget to make these improvements, she discussed the possible need for fundraising. The school community has in the past taken a similar approach as a significant amount of money was raised as a contribution towards the MUGA facility at the back of the school. MO has applied for Tesco and Persimmons Grants for the playground improvements and is waiting to hear the outcome of these. This is on the agenda for the next Parent Fundraising Group meeting and an agreement was reached that there may need to be a two stepped approach:

1. Use funds to purchase smaller items (eg balls, chalk, skipping ropes etc) to keep the children engaged while playing
2. Agree a way forward for fundraising to cover some of the larger costs of repairs.

All at the PC meeting agreed that utilising funds in this way would benefit all children at the school.

5.0

Fundraising group will also explore the possibility of applying for a NLC Community Grant which we've received in the past.

BUDGET

MO wanted to highlight that the school's budget has been cut back drastically. She wanted to raise it at the PC Meeting so that parents are aware of how tight the situation is. MO shared that she has a carry forward amount of £39K from the last school year that was spend for teaching staff. Given the shortages in supply teachers, there was a lot of time last year that NLC could not supply temporary staff meaning that the money could not be spent. Council policy has allowed her to carry forward £19K of this money into this year which is being used to increase Mrs Williamson's hours and she is trying to fund an additional 0.4 in her teaching headcount too. She is able to appeal for the other £20k and is waiting to hear back on this. If successful, this will be used to fund additional staffing to keep class numbers smaller which greatly benefits the children. It will also be used to cover the cost of online subscriptions for learning tools that will again benefit the children and their learning and development.

6.00

6.01



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HEAD TEACHER UPDATE

- MO advised the school has received a £5k grant for library books and would like to create a library in the school. More on this to follow.
- Staff have recently undergone literacy training.
- School improvement plan is in place and underway and a new approach has been taken where staff members are taking on specific remits, allowing MO to tap into teachers' areas of expertise/strengths etc. So different teachers assigned to focussing on various things like music, drama, digital etc to name a few.
- Mrs Ferns/Mrs O'Donnell are working towards the Eco Award for the school.
- School is going for Gold Sports Award.
- Driving improvements in the nursery was a priority in the plan and MO pleased to share lots of progress has been made already.
- A new Breakfast Club Supervisor has been appointed but during this recruitment process and until a start date has been confirmed, teaching staff are covering this club from their own time. The school has recently advertised for a new lunchtime supervisor too and hope this position will be filled quickly. The group discussed and acknowledged the efforts of the staff who cover these times of day and also those who supervise the bus children at the start and end of the day. The PC acknowledged that by covering these things, it's putting additional pressure on an already stretched staff so passed on thanks to MO and her staff for this.

AOCB

Road Safety – MG keen to firm out a date to get St Brendan's and Muirhouse Primary together to discuss next steps for our road safety campaign. This date will be agreed by MO and MG ASAP. MO has found the proposed drawings that the council did in the past for a potential 'turning point' to be used for drop offs. NLC have recently said that there weren't any plans for this type of work so we will discuss at next meeting how we progress with this to see if it's a solution the council can look at.



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Outdoor Learning – LH asked for clarification re outdoor learning and first Friday mass. MO confirmed the following:

- Outdoor Learning will always take place on the first Friday of each month.
- Children will no longer have to come to school in outdoor clothes on this day like in previous school years. Instead, children should wear their uniform as normal and bring in suitable footwear for the day and also wear a suitable jacket.
- Children who have PE on a Friday should still wear their PE on the first Friday of the month but should also wear suitable footwear/jacket for outdoor learning.
- First Friday mass will also take place on the first Friday of the month and children will attend wearing their uniform that they would normally wear on that day.

Meeting Closed.

The dates for the future PC meetings were set out and confirmed as follows:

14th November 23

16th January 23

23rd April 23

4th June 23

Any parent of the school is welcome to attend any of the future PC meetings. All are most welcome.

Our channels are:

www.facebook.com/groups/stbrendanspcfc

Twitter.com/stbrendanspcfc

PC Mailbox – pcstbrendansprimaryschool@northlanarkshire.npfs.org.uk

All are live now and we encourage parents to invite other parents to engage.



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