

ST JAMES' PARENT GROUP

MINUTES OF MEETING

MONDAY 11th November 2019 – 6.45PM

In attendance:

School – Natalie Fitzsimmons, Marie Tiffoney, Wendy Rennie and Callum Healy.

Clergy – Fr John

PTA Committee members - Suzanne Lay, Kelly Nugent, Jackie Blake, Pamela Kenny, Katrina Keough, Pauline Connery, Fiona Fee, Debbie Monteith, Shauna Luse, Christina Waltham, Fiona Wright, Stephanie Nugent and Samina Maan.

Apologies:

Denise Copeland, Laura Taggart, Valerie Mitchell, Claire McLaughlin, Louise McCaughey, Alison Allan, Adele Maclean and Marina Smith.

CHAIRPERSON REPORT

Review of Previous Minutes:

The meeting agenda and minutes were sent to all committee members and the minutes from the last meeting are also now available on the school website.

Rag Bag:

It has been agreed to continue Rag bag collections for 2019/2020.

Kelly to cancel December collection and re- arrange for a collection early in the New Year.

Own Clothes Day:

Parent Group asked Mrs Fitzsimmons why the own clothes days had been stopped and removed from the calendar.

Mrs Fitzsimmons advised that own clothes days have not been removed completely, but the school have decided to remove the number that they have during the year. The school has seen a small dip in attendance on own clothes days at times and the cost of the school day is also the reason for this.

Mrs Fitzsimmons would like the lady from Connect to come into the school for one of the Parent group meeting to go over the 'The cost of the school day' presentation with us.

Aldi kit for Schools:

The Aldi kit for Schools promotion ended on the 3rd November and the draw takes place on 26th November. The managed to complete 4 wall charts, which is fantastic. Thanks to everyone who supported this.

The school will receive 4 sports kit and will be entered into a draw to win one of twenty £20,000 prizes.

2019/2020 Fundraising:

As discussed at the previous meeting this year we are looking to support the school by contributing to the purchase of new IT equipment.

A letter has been written that will be issued to local businesses in the new year to ask for donation towards IT equipment. Currently we have 8 possible large suppliers we can contact, if anyone knows of any other business then please let us know, Suzanne can provide a copy of the letter if needed.

Jane Strang has advised that there are also some charities that Mrs Fitzsimmons could contact for support, she will send on contact details.

GDPR:

As discussed at the previous meeting the parent group need further guidance on what we can do under GDPR when it comes to organising events and collecting children's data (allergy and contact list for disco's) and taking pictures at the prom.

Vhairi Campbell couldn't make the meeting tonight but has sent on information to Suzanne on GDPR rules, Fiona will add a link to the Parent Group page on the school website for this to be shared.

Mrs Fitzsimmons advised that it would be good for the Parent Group to discuss GDPR with Connect (they support other parent groups) as they may have had queries from other school Parent groups.

Questions to be raised with Connect:

- What did we need to include on the slips for events?
- How do we store and dispose of event permission slips?
- How can we securely share photos from events via email?
- What do we need to advise parent's regarding the storing of Photos?
- What do other schools do regarding sending emails? Do they have a parent group email account?

School disco permission slip need to be amended to ask Parents' permission to take Photographs at Discos. Mrs Fitzsimmons will review the slip and arrange for this to be added.

Social Event:

Halloween Disco – Apologise again for the confusion regarding P1's attending the Halloween disco. The disco was a great success overall with only 5 or 6 kids having to go home.

The new DJ was really good so we will arrange to book him for the next disco.

P1 Event placeholder – 30th January 2020. This no longer go ahead, it has been agreed that P1 will continue to come along to the disco so will join the Valentine disco on 13th February.

The for 30th January for the canteen should be cancelled. The gym hall let to remain as the school will arrange for Brian Donnelly to attend that evening and do a session with Parents on online safety.

Valentines Disco – 13th February 2020, this is the day the school comes back from the February holiday, but it has been agreed the disco will still go ahead.

May Disco – Thursday 14th May is the new date for the disco. Kelly to arrange for the Let to be organised 6pm – 10pm. Suzanne to book DJ.

Christmas Fayre – Wednesday 4th December.

John Norrie has kindly offered to be Santa and Eva Nugent will be the elf.

Parent group have agreed that there will be no cost to visit the grotto this year and instead of a Selectin box, all children will be given a small treat after there visit.

The Christmas grotto will be set up on 28th November.

Tombola donation will be collected on the own clothes day 22nd November. The Parents group will come into the school between 4pm – 6pm that day to sort and put away the donations.

The Parent group asked if it would be possible for the school choir sing at Christmas Fayre as they have done this in the past and it was lovely. Mrs Fitzsimmons will look into this and confirm.

School Calendar – School Calendar will not be sold at the Fayre this year as the school can't take in any cash. Instead the school will arrange for these to be pre-ordered and paid via Parent Pay.

Parent group offered to support the school by selling or promoting the calendar on a stall at the Christmas Fayre.

P7 Prom – Friday 5th June.

The booking has been confirmed at St Columbus, but the Magic group use the hall on a Thursday evening so we wouldn't get access to set up. Fr John has advised that we should ask Margaret to ask the Magic Group to change their dates – Kelly to arrange.

Fr John has confirmed he is fine for us to use the table again and he will let us into St Columbus on the night.

Parent group Bank account:

We now have online banking set up which will make it much easier when we have to purchase anything for events. Thanks to Jackie for getting this organised.

Parent group donation

Parent Group will make a donate of £4500 to the school, which includes some money that was still to be given from Tesco bags for help.

This will contribute to new IT equipment for the children to use. The school has an order for Chrome books that they will put through when the IT order ban has been lifted.

HEAD TEACHER REPORT

New RERC Coordinator is Mrs Rennie, met with Father John and have agreed on lots of lovely plans for rest of year, including taking our children to both Parishes.

Staffing update:

Miss Gunn will leave us at end of November to go to Australia

Miss Canero-Coleman has returned 0.6 from her secondment

Miss Davis will return from her secondment in January

We have recently appointed:

one full time and one part time Additional Support Needs Assistant

one dining hall supervisor

SIP targets:

Mrs Bradford and Mrs Brown are working with members of the Educational Psychology Department to lead the RNRA (Renfrewshire Nurturing Relationships Approaches).

Mrs Brown is working closely with Brian Donnelly in Promoting positive relationships.

Mrs Pacitti is leading the school through the PATHS programme (Social and Emotional Wellbeing).

Mrs Rennie is leading the school through Equality and Inclusion within a Catholic School guidance.

Mrs Pacitti and a group of 5 Teachers are attending CLPL on Growth Mindset (in Maths) with a view to training all staff and pupils.

Mr Horn and 3 Teachers are leading the rest of the teaching staff in Moderation and Assessment,

Mr Healy is working with learners in order to increase Pupil Voice within the school.

Mr Healy is attending further CLPL on Data analysis in order to support the leadership team and teachers.

Mr Horn is leading the staff and pupils with their Digital Literacy.

Plans for P7 Trip:

Various options still being looked into by Cluster for P7 Activity days.

School Uniform:

School uniform badge & colours discussed, NF to speak to Uniform suppliers re correct logo.

Online Safety Awareness Training:

Brian Donnelly – online safety parent session – January 2020 – Parent Council 6.30-7.30pm – NF to see Brian re this.

AOB

The Parent Group thanked the school for the communication this year as the parent feel really informed. They also thanks Fiona for setting up a page within the school website for the Parent Group updates.

The school have decided that they will hold a whole school trip and it will be at Findlayson Park. Date to be confirmed but families will be invited.

Meeting closed.

Date for next meeting: 13th January 2020 at 6.45pm.