



MEETING OF ST JAMES' PARENT GROUP

MONDAY 20 SEPTEMBER 2022 at 18:45

Minutes

Committee Members: Kelly Nugent, Adele McLean, Marie Prior, Claire McLaughlin, Caroline O'Neill, Claire Ferguson, Shauna Luse

Chair – Alison Allan

In attendance: Caroline O'Neill, Stephanie Nugent, Claire McLaughlin, Pauline Connery, Helen Hughes, Laura Ferguson, Eleanor Bradford, Natalie Fitzsimmons, Calum Healy, Marie Prior, Salman Anwar, Gillian Park, Kat Keogh

- 1. Welcome**
- 2. Apologies –** Kelly Nugent, Laura Morrison, Adele McLean, Claire Ferguson, Shauna Luse
- 3. Minute of previous meeting on 14th March 2022 to be agreed**

Minutes agreed.

4. Treasurer / Finance Update – Marie Prior

£1100 in the bank. Awaiting £1500 from school for Prom. Mrs Fitzsimmons advised to contact Fiona at the office.

Alison Allan asked if there was anything that the school felt was a priority for funds to be used to benefit the children. Mrs Fitzsimmons will consider and feedback.

5. School Lunches

Issues had been raised about queues and waiting times in the lunch hall. Mrs Fitzsimmons confirmed that there were staff shortages which had affected the queues, however, the lengthy wait times had been resolved and they are in the process of recruiting staff.

With free school meals being extended to include P1 – P5, there is more demand at lunch time.



Mrs Fitzsimmons asked that parents call the school directly if any issues are identified as this will allow them to resolve things more quickly.

6. New School Transport Provider Concerns

Mrs Fitzsimmons advised that the situation re buses had improved slightly, however, the school had received complaints about the time that children were being dropped off in the morning as gates weren't open and there is no staff at that time.

7. Homework

Alison Allan enquired about the timescales for completing and handing homework in i.e., issued on a Monday and handed in on a Thursday. She advised that many people struggle to complete within these time scales due to a few reasons e.g., parents working and clubs. Mrs Fitzsimmons confirmed that homework is down to parental choice and not mandatory.

She further advised that homework could be handed in later than a Thursday, however, there was no guarantee that it would be corrected.

Mrs Fitzsimmons advised that she issue guidelines for best practice in relation to homework. She asked that parents contact the school if there were any issues with homework.

The question was raised about whether homework can be submitted via Google Classroom and if it would be corrected if sent this way. A specific example was provided where a parent had been advised that it wouldn't be corrected, and Mrs Fitzsimmons said she would investigate it.

8. PVG

Alison Allan advised that Caroline O'Neill, Claire McLaughlin, and Shauna Luse hold PVGs for the parent group.

She also advised that Marie Prior would be applying also.

9. Parent Survey / Working Group on Events

Alison Advised that there were Halloween discos arranged for 27 October 2022.

Mrs Fitzsimmons advised that they were keen to get events up and running that were in place prior to Covid with the Meet the Teacher event having taken place already.

She advised that the plan was for each year group to have a showcase e.g., P1 Nativity and P6 Disney production.

There will be stage masses in church which parents can attend.



Each class will have the chance to visit Renfrew Library which does rely on parent helpers.

10. Events – Halloween Disco/Christmas Fayre

Halloween discos have been arranged for 27 October 2022 and the Christmas Fayre is scheduled for Thursday 24 November 2022.

11. School Uniform Exchange

Two dates were held, and they weren't well attended, however, the donations have been so generous that there is a lot of uniform available.

It was agreed that the uniform can be held in the school. The parent group will sort uniform into sizes and if it is identified that anyone requires uniform, school staff can access and issue.

Steph Nugent advised that she would look at developing an MS order form to allow people to request uniform if necessary.

The uniform exchange will run on the parent nights arranged for October.

12. Head Teacher Report – Mrs Fitzsimmons

Mrs Fitzsimmons covered the key points included in the school Newsletter.

She also advised that she required 2 parent group reps to be involved in the recruitment and selection process for the vacant Deputy Head position. Alison Allan confirmed that she would be involved, and Fr John would be approached also as one should be a church rep.

A Health and Well-being officer has been appointed in the School, Emma Driver who has lots of ideas and will be a great asset to the school.

There are information sessions arranged with Brian Connelly for parents/carers to attend. The topics are Online Safety and Challenging children's behaviour.

Bike ability is being introduced to the school. P5 will undertake level one and this group will move on to level 2 in P6. Next year both levels will run, however, it requires parent helpers.

Various pupil committees have started running again and the children are excited about this.

13. AOCB

Alison asked if the children could have a come as they please day in return for items for the Christmas Fayre tombola. Mrs Fitzsimmons agreed, and this will take place on the Friday before the October week.

A percentage of the takings from the disco will be donated to the foodbank.

Commitment
Respect
Kindness



It was asked if children could be involved in making items from the Christmas Fayre. Mrs Fitzsimmons felt this may be difficult due to the resources involved and the logistics.

Mrs Fitzsimmons agreed that a 50/50 could be held on the parent nights.

Mrs Fitzsimmons urged parents to contact councillors about the parking issue around the school. The Police have advised that staff should not approach people about the parking as they are receiving a lot of abuse.

The parent group will invite the Councillors to the next parent group meeting.

14. Date of Next Meeting

7 November 2022 on Teams