



MINUTE OF MEETING OF ST JAMES' PARENT GROUP

Monday 20th March 2024 at 18:45

Committee Members: Kelly Nugent, Adele McLean, Marie Prior, Claire McLaughlin, Caroline O'Neill, Claire Ferguson, and Kerrie Lee Duffy.

Chair – Alison Allan

1. Welcome

Alison Allan welcomed all to the meeting.

2. Apologies

Apologies were given from K Nugent, K Duffy, P Connelly, A McLean and Fr John Eagers.

3. Minute of previous meeting, to be agreed.

The minutes of the previous meeting were agreed.

4. Treasurer / Finance Update

The finance account is at approx. £4500. P7 hoodies have been paid recently, in addition to the deposit for the party buses for the P7 Leavers event. The Valentine's Discos were well attended and a profit of £700 was made. The school will pay half of the hoodies once they have been handed out to pupils and parents will pay £30 towards the cost of the leavers event.

5. Grant Funding – update from C. Healey and C. McLaughlin

The Parent group have been looking into applying for Partnership Grant funding for new Media Equipment, including a sound system and new lighting but unfortunately the funding has yet to open. C. Healey informed the group that some of the technology has been purchased from the school budget in preparation for the P6 Scottish Opera Disney Production at the end of March. Both C. Healey and N. Fitzsimmons discussed the improvements this has provided throughout the school day, including during PE, assemblies and extra curricular activities.

C. McLaughlin contacted the grant funding group prior to the meeting. Funding Grants applications will open at the end of March and close in April. The Parent Group agreed to liaise with the school and Councillor John Shaw as soon as this opens to submit an application for lighting and additional microphones. Councillor Shaw will contact C. McLaughlin with exemplar materials and further advice.

Councillor Shaw advised the group that funding was open each year and the common goods fund could be applied for each year with an advisory limit of £5000 per bid.

Commitment
Respect
Kindness



The Parent Group agreed to pay for the licence fee for the P6 Scottish Opera production in the coming year so as to ensure P6 pupils continue to enjoy this excellent experience.

A Allan agreed to complete the SPAR Sports day funding application tonight for smaller items including sack race materials, foam javelins and sticker / medals.

A Allan advised the group that the school are eligible for Flight path funding and the committee meets 6 times per year. The Parent Group asked the school to inform them of any other items / projects that could be applied for on their behalf.

6. **P7 Leavers Event/ Hoodies**

A Allan advised the group that P7 Hoodies have arrived and will be checked over shortly before being distributed during assembly on 22nd April. Hoodies can be worn on the P7 trip the following week. A. Allan and K. Nugent will attend the assembly on behalf of the Parent Group.

A Allan gave a brief update on the P7 Leavers event which will be held in St James' Church hall. M Pacitti asked for confirmation that the Festival Theme has been communicated to parents. C Ferguson offered to create flyers that can be sent to parents are aware of the dress code and running order.

7. **Current P6 / Future P7 Planning**

C. McLaughlin requested that, as per the previous year, P6 Parents be invited in to discuss P7 events for the 2024/25 session. This will give parents and carers an opportunity to share their views, offer assistance and be part of the planning process. As this was very poorly attended last year, C. McLaughlin and M. Pacitti will arrange the meeting during the Summer disco. C. McLaughlin and M. Pacitti to finalise arrangements via email.

8. **Parking**

N. Fitzsimmons, school staff and the Parent Group all voiced growing concerns around the dangerous and illegal parking that is taking place on a daily basis around the school. N. Fitzsimmons informed the group that concerned residents were sending an increasing number of emails about the dangerous nature of the parking and the group were informed that, on a number of occasions, emergency vehicles have been unable to reach residents. Both council Traffic Wardens and the police have been contacted but there has been little improvement since and the problem persists. It was also noted that a child had been hit with a car due to dangerous parking around the school and Moorpark Nursery.

Councillor Shaw will begin to work closely with the school in order to improve the current situation. Positive steps have been made at neighbouring schools and Councillor Shaw will look at similar steps at St. James' Primary.

N. Fitzsimmons clarified all parking arrangements around the school: staff and parents may park in the staff car park; the turning circle should be for drop off only to allow for movement; drivers must not park on double yellow lines in any circumstances; the white lines around the bus drop off must not be used for parking and parking on the pavement is illegal.

Commitment
Respect
Kindness



School staff, the Parent Group and councillors were in agreement that parents and carers should park safely and carefully and, if need be, should park further away to ensure the safety of all young people.

C. Gilles informed the group that the Rights Committee have already created a video around road safety and parking that is being edited. It will be shared with parents and carers imminently.

It was noted that it is a small minority of parents that are participating in illegal and dangerous parking but that it was having a significant impact on the safety of pupils which cannot be tolerated.

9. **Head Teacher Report**

N. Fitzsimmons informed the group that Fiona Kerr had worked during the last parents evening to support parents in signing up to and logging in to Parent Portal. It was made clear that Parent Pay and Parent Portal are entirely separate accounts. The Parent Group will work to share this information with parents when possible. As noted in the previous minutes, the authorities move to Parent Portal will save the school a significant amount of money in comparison to other online platforms.

Recent Quality Improvement I visit report –

N Fitzsimmons shared the recent findings from the visit. The school received an excellent report and the team that visited were delighted with the improvements being made by the school. It was noted that the school have an exceptionally robust approach to self evaluation and should now be working towards sharing their excellent practice with others. This is something that has already begun and C. Gillies and other staff have attended Strathclyde University to showcase best practice around *how* pupils learn.

N.Fitzsimmons & C.Gillies have been asked to speak to all Head Teachers at the next Head Teachers meeting around the work done on pupil equity

Reminder given to the parent group to complete the self evaluation Microsoft form as it is used to inform improvement plans. The questionnaires are shared with pupils, parents, staff, partnerships, feeder nurseries and Trinity High School and have been created using 'How Good is Our School' challenge questions.

Request for assistance – wet play – N. Fitzsimmons asked the Parent Group to share information with parents around donating colouring books, appropriate games and books in order to reduce photocopying and become a more sustainable school. C. Ferguson agreed to create a flyer and the parent group will publish on social media.

School Classroom Environment Update – All smart-boards have now been updated through school funds and the reading chairs have been put into the playground. This is despite the lack of response from a local company who had previously agreed to complete the work.

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Kindness



Extra curricular clubs / parent volunteers – N. Fitzsimmons and staff wished to thank Stacey Bradley who is volunteering her time to teach Irish Dancing. This has been very successful, and Stacey has agreed to complete a second block as it has been oversubscribed. The school and parent group would welcome any other parents who are able to volunteer their time for extra curricular clubs.

Health and Well Being – S. Moran confirmed that the Big Day In will be held on the 11th June 2024 and C. Gilles and S. Moran are leading this project. They informed the group that there will be an even wider variety of activities on offer this year. C. McLaughlin asked about the possibility of a school trip. However, pupil feedback from last year was very positive: pupils said they preferred the variety of experiences during the day.

S. Moran confirmed that Health week begins on the 13th of May and Sports Day will be held on the 14th of May.

N. Fitzsimmons explained that both Claire Gillies and Sean Moran have been appointed as permanent Principal Teachers after the interview process at the beginning of March. The Parent Group extended their congratulations.

Health and Well Being Update from E. Bradford

E. Bradford discussed the school's on-going RICE (Renfrewshire Inclusive communications Environment) journey which involves working with three Renfrewshire partnership schools. Staff work with partner schools around the Child Inclusion Research into Curriculum Learning Education framework (a teaching methodology designed to improve inclusive support in all schools). The school have also participated in the 'Who Cares?' programme and are using this to improve the experience of Care Experienced pupils across the school. All teachers delivered a lesson this term around care experience. Both pupil and staff feedback from this was very positive. 5 members of staff have also completed CBT training. This will ensure staff are better able to support pupils experiencing poor mental health and anxiety. This has been a huge commitment on the part of staff but will be very beneficial to pupils in the school.

10. **Correspondence** – no correspondence.

11. **AOCB** - 13th June for Summer Disco which has been moved from 30th May – A. Allan has arranged the let.

12. **Date of next meeting** – AGM on 20th May 2024