

RIGSIDE PRIMARY SCHOOL PARENT COUNCIL
NOTES OF MEETING HELD ON 29th MAY 2019

As previously announced, this meeting immediately followed the AGM

Present: Nicola McAllister (Chair), Kerry McLaughlin (Vice-Chair), Leeann Gladstone, Lauren Thomson, Linda Ferguson (Secretary), Ali Mehan

In attendance: Cllr Colin McGavigan

Apologies: Nicki McKay, Louise Emery, Jacqueline Stark, Cllr George Greenshields

Note: *Cllr Mark Horsham who had been in attendance at the AGM left the meeting immediately prior to the start of this meeting.*

Item	Comments
Welcome and Introductions	Members were welcomed to the sixth meeting of the Parent Council for session 2018/2019 held immediately after the AGM where Nicola McAllister was re-elected as Chair. The order of the meeting was adjusted to accommodate the arrival of the children representing each committee, but the notes follow the agenda.
Matters Arising	<p>a. Signatories on Bank Account –This has been left on the agenda as a reminder. The status has not changed. Going forward, key personnel of the Parent Council are required to go to the bank to verify their ID before a change in signatories can be progressed.</p> <p>b. Application to SCISWF for Team Build Tuesday funding – as reported at the last meeting, the Parent Council applied for £400 from the Scottish Coal Industry Special Welfare Fund (SCISWF) to provide catering at the Breakfast Readers (which evolved to become Team Build Tuesdays) in 2017/2018 and were delighted to be awarded £250. An application was made at the end of March 2019 for £400 for session 2019/2020. No update had been received by the end of April so LF followed up only to find that due to personnel changes at the SCISWF, the application hadn't been received. This application has been resubmitted and there is a SCISWF Trust meeting in June, so it is hoped an update will be received in the next few weeks. It would be great if this money was awarded again as otherwise, the provision of catering at the regular Team Build Tuesday events would be a quick drain on Parent Council funds.</p> <p>Micro grants - LF mentioned that Rigside Residents Association will be the trustees of a recently allocated annual £5000 micro grant scheme. This money has been allocated to the village of Rigside and the parent council and / or school are eligible to apply for grants of up to £500. The application process is a simple 1 sheet of A4 paper and there are no barriers to the applications from constituted / formal groups. This could be a useful source for any future purchases or projects that the parent council and / or school wish to attain.</p>

Item	Comments
	<p>c. Cost of School Day – there is a huge focus on this nationwide and SLC have made it a priority for school improvement going forward. AM assured the parent council that it was always at the forefront of her mind and there is a real drive to minimise or eliminate costs to parents of Rigside Primary school children.</p> <p>There is a plan to audit the current practices and to demonstrate that what is currently in place does work. So far, teaching and support staff have completed questionnaires and it may be that these are adapted and circulated to pupils and parents. Members of the school community will be asked to take part in focus groups. These will be age appropriate and for the younger children may just constitute a chat with the responses being collated. There may be paper questionnaires or survey monkey, but that is still under discussion.</p> <p>In August, the results of this consultation process will be analysed and action taken, where necessary, to assure everyone that the school always prioritises the cost of the school day. With that in mind, AM requested that this item be a standard agenda item for Parent Council meetings in future.</p>
Update from Pupil Committees	<p><i>The representatives of the committees in the school joined the meeting to provide an update to the Parent Council. The committees meet once a month during Team Build Tuesday. The pupils were welcomed to the meeting:</i></p> <p><u>Digital Leaders – report provided by Alannah and Alisha Led by Miss Steele</u> The Team Build Tuesday in May focussed on digital learning. P1 and P5/6 focussed on coding, P2/3/4 looked at animation and P7 did Road safety, digital footprint and the digital classroom. The website is active and there are various sections on the site with lots of useful information. The group are working towards the Digital Award.</p> <p><u>Rights Respecting Group – report provided by Stuart & Ava. Led by Mr McCaw and Miss Shearer</u> Each month a different Right from the UN Convention of the Rights of the Child is reviewed. The group look at the meaning of the Right and how it impacts on the lives of children. The Right for May was the Right to be listened to and Mrs Mechan’s Wee Blether gives all of the children in the school a chance to discuss anything with her in a safe and comfortable environment.</p> <p><u>Eco Committee – report by Blair and Rory. Led by Miss Fraser</u> This group have been litter picking and keeping the school tidy. The next step is to work hard on weeding and removing the large number of weeds. It is hoped that the group can put some plants in at the area beside the nursery. P7 also carried out a month-long recycling project.</p> <p><u>Pupil Voice Committee – report by Sandy. Led by Miss Simpson</u> This group helped to organise the recent Big Breakfast as a fundraiser where more than £100 was donated to Cancer Research UK.</p> <p><u>Fairtrade Committee – report by Kayden & Erin. Led by Mrs Lyon</u> The Fairtrade tuckshop has been moved from a Monday to a Tuesday and this is to give people a chance to remember their money. The focus is to persuade people to be more aware of Fairtrade products and the group are hoping to have a Fairtrade Celebration before the end of term.</p>

Item	Comments
	<p><u>Sports Committee – report by Leo and Katie. Led by Miss Shearer</u></p> <p>This group are attempting to secure a School Sports Bronze Award. The safety assessment is done and work is ongoing on the application form. The application is to be submitted in June and notice will be given in September. The school are challenged to thoroughly review how it promotes sport and how to make the sports offering in the school as cohesive, extensive and as inclusive as possible.</p> <p><i>The committee representatives were thanked for their ongoing efforts and their input to the meeting before they returned to class. It was also agreed by all members present that inviting the children to the meeting gave a genuine pupil voice and this enhanced the parent council meeting overall.</i></p> <p>The committees will meet again at the next Team Build Tuesday on 11th June 2019. The joint approach will continue to help the children and teachers make a difference and make good progress.</p>
Headteachers Report	<p>AM had prepared a report for this meeting which is included as an appendix to these notes. It was unfortunate that due to time constraints we were not able to go through the report content. At the next meeting, the Headteachers Report should be higher up the agenda to ensure that it can be discussed in full. It is acknowledged that there are lots of projects ongoing in the school and the staff work very hard to ensure the breadth of experience for the children is married with the focus on attainment on literacy and numeracy as well as emphasising the essential elements to the health and wellbeing of the children.</p> <p>AM mentioned that on June 3rd, she had been invited to present at the South Lanarkshire Nurture conference with Miss Simpson, Fiona from Barnardos, Jill Travena (Practical Mindset) and Laura (Spark Counsellor). This talk is about the work the school is doing about the whole health and wellbeing of the children and AM is really proud of all of the work that is ongoing and to be sharing the best practices in Rigside with others in the local authority.</p>
Preplanning for Sports Day & any end of time treats	<p>Due to time constraints this item was not discussed in any great detail. The Parent Council members will communicate via WhatsApp for any actions that are required for the Sports Day.</p> <p>AM requested that an outline of what involvement the Parent Council will have on Sports Day be sent to her so that this can be shared with Miss Shearer who is co-ordinating the day for the school.</p> <p>At the moment, the treat for P7 leavers has not been confirmed but it may be that this is a trip out of the school.</p> <p>The P7 hoodies will be distributed in the next few weeks.</p> <p>The parent council will keep in touch about any small treats that they can contribute to in the few remaining weeks of the session.</p>
AOB	<p>Leaflets for the Summer Holiday Club, based at Rigside Primary School have been distributed and this has been offered to all families in of children at Rigside Primary School and Coalburn Primary School. Rigside will be the base hub and will be able to</p>

Item	Comments
	accommodate up to 60 children from 10 till 2 on each day of the school holidays. Breakfast and lunch will be included as well as lots of fun activities for the children who attend. Full information will be shared once they are known. Further discussion is needed as to whether P1-7 children who live in Rigside (who do not go to Rigside Primary School) will be able to attend the holiday club.
DONM	The next Parent Council meeting will be in session 2019/2020 and a date will be agreed as soon as possible into the new session.

APPENDIX I

Rigside Primary School

Head Teacher Report - Parent Council

29.5.19

School Roll and Staffing

Our current roll for session 2018 - 19 is now 68. Our staffing has remained stable since the beginning of term which is fantastic. We are looking to fill the 0.6 teacher post permanently as it is currently being covered by Miss Fraser as Area Cover.

Teacher Professional Learning

Teaching staff have now had the opportunity to work with Lynda Keith, a Maths and Numeracy Specialist, on a few occasions. As well as spending full days working with pupils and staff, Lynda delivered training on pedagogy in this curricular area to teachers at a CAT session. We have dates in the diary for Lynda to continue to work with the school next session, 2 days a month till Christmas, and then again after Easter.

Teachers joined 3 other schools, Bent PS, St Mary's Larkhall and Netherburn PS, for a shared learning session where we focused on pupil engagement. This was led by Lisa Quinn, an SLC Quality Improvement Officer, and the Headteachers for each of the schools are working together to plan continued joint development work next session on this theme. This will include visits by teachers across the establishments to observe and share practice.

Teaching staff joined other schools in the Lanark Learning Community on 29.4.19 to continue to develop knowledge and skills in teaching Listening and Talking across all levels. The moderation work in this curricular area will continue to be a focus next session for the learning community. The focus for the recent in-service day on 7.5.19 was Maths and Numeracy. Teachers and support staff received training around Big Maths, a resource purchased this session for use across the school. This will be used to develop mental maths skills in pupils and will be rolled out in August 2019, coordinated by Miss Steele.

Miss Steele used her expertise, knowledge and skills to share her own learning with staff at Sanderson High in East Kilbride on 21.5.19. This session allowed the staff at their school to listen and learn from our Numeracy Coordinator, about the techniques and strategies that Miss Steele and others use to enhance learning and teaching in Maths and Numeracy. Having already delivered a session of professional learning to our team in Rigside this session in this curricular area, we plan to continue to maximise our opportunities to develop as a school by planning further sessions in the next school year.

Learning Activities

Primary 7 have been involved in various learning activities in partnership with Lanark Grammar to prepare them for their transition to the high school. This has included visits from high school teachers and also some assessment work.

Primary 2/3/4 are receiving music lessons every Thursday afternoon from a visiting specialist. These will continue until the end of term.

All pupils benefitted from a visit from an author, Chris Duke. He took the time to read and discuss his book, "Lucy's Blue Day". Pupils engaged with him throughout the session and staff and pupils thoroughly enjoyed the experience.

Our new Primary 1 pupils for next session have had a few visits to the school as a class to meet and work with Miss Simpson. We have 3 dates in the diary for parents to visit with their children and we look forward to welcoming them into Rigside.

Jill Trevena is working with our Primary 7 pupils this term, with a focus on transition to high school. This is allowing them the opportunity to explore the feelings around this so that pupils can be supported to discuss any fears they might have to enable these to be reduced. Pupils and staff had a week of focus on digital learning.

Sharing the Learning

Our Easter Assembly was led by Primary 5/6 and allowed them to share their learning with the whole school and the wider community.

We had visitors from Scottish Government to Rigside Primary on the morning of 25.4.19. This followed on from the recent SLC Showcase that we were part of and allowed us the chance to illustrate the work that we have been doing in Health and Wellbeing through engaging with our partners such as Barnardo's, Spark and Jill Trevena. Our visitors were given a tour of the school and met with pupils and staff to talk about the initiatives we are involved in. We had very positive feedback after the session, with the visitors particularly enjoying their chance to meet with the pupils (who made all of us very proud!).

Team Build Tuesday on 14.5.19 had a focus on Digital Learning. The day was prepared and coordinated by Miss Steele and her Digital Leaders. Parents were given the opportunity to share in the learning experiences that pupils are given through use of various digital technologies across the curriculum. The Digital Leaders also shared our newly launched school website with visitors.

All classes shared their digital learning experiences at the school assembly.

Extra-Curricular Activities

The following clubs have started back for this term:

- Multi-sports Club - P1 - P3 & P4 - P7 (Monday lunchtimes)
- Fit For Life Multi-Sports - all stages (Tuesday 3 - 4.45pm)
- Football - P4 to P7 (Thursday 3 - 4.15pm)

Self-evaluation & School Improvement

Staff spent the morning of the election day on 23.5.19 working together to focus on self-evaluation and improvement. This was an opportunity to look back at the School Improvement Plan for session 2018 - 2019 to discuss progress to date in order to evaluate and plan for moving forward.

Teaching staff will focus on planning for the School Improvement Plan for next session, 2019 - 2020, at the CAT session on 29.5.19.

The School Improvement Plan and Standards and Quality Report for session 2018 - 2019 will be completed by June 2019.

With a 5-year self-evaluation planner in place in Rigside, we are currently in Year 3 and have completed all planned evaluations for this session. We will move on to the Year 4 plan next session where the focus will be:

- QI 1.1 Self-evaluation for school improvement
- QI 2.1 Safeguarding and Child Protection
- QI 2.6 Transitions

A focus for next session will be to develop the pupil voice and participation in the self-evaluation process.

PEF & SAC

Mrs Mechan has submitted the proposal for session 2019/20 for SAC funds. There are 4 initiatives identified for next session. These are:

- Health and Wellbeing - continued focus on Mental and Emotional Wellbeing, working in partnership with Jill Trevena (Practical Mindset Ltd) and The Spark Counselling Services.
- Literacy - focus on Literacy across the curriculum with creativity a key area for development. Continued development of Talking and Listening using the toolkit purchased this session and explored through collaboration within the learning community as part of our on-going moderation work.
- Numeracy and Maths - continued focus on development of pedagogy and teaching techniques and strategies through direct training and further coordination and usage of recently purchased resources.

PEF & SAC (cont.)

- Parental and Community Engagement - We will continue working with Fiona from Barnardo's two days a week. As well as continuing to engage directly with families in the home and at school to provide a variety of support, she will also work in partnership with our Home School Partnership Lead Teacher (Miss Simpson) to increase engagement with parents around supporting the learning at home.

Plans outlined for PEF for session 2019/20:

The school will continue working in partnership with Practical Mindset Ltd to integrate a sound and sustainable mental wellbeing solution within the school and the educational curriculum. Building on from this, and as a development alongside this and nurture in the school, we have created a safe space for pupils in the form of a sensory room. This will provide a private room, suitably designed and equipped to allow pupils to take the time and space to regulate their emotions and put into practice the strategies and skills being developed as part of our HWB work across the school.

One of our part-time teachers will increase their days from 0.6 to 0.8 with the additional day funded by PEF. This will allow us flexibility with staffing for both nurture and learning support, including development of effective use of the sensory room.

We currently have a Spark Counsellor working two days a week in Rigside. This has provided direct support for targeted pupils identified by staff. We will continue the counselling service at two days which will allow us the opportunity to continue to develop a "drop in" session that pupils can use to express and explore their emotions and develop and strengthen their resilience. The Spark Services will be jointly funded by SAC and PEF. We will also continue to embed the nurture principles moving forward after hopefully securing Nurture School status in June 2019. Experiences will be provided through PEF funding for extra-curricular activities and trips to enhance learning and teaching across the curriculum, which is a focus for SAC funds through our Literacy Intervention. We will also focus on developing creativity in all classes.

Ali Mechan
(Acting Head Teacher)