



## Minutes of Meeting held 23<sup>rd</sup> May 2019

### Agenda Items:

1. Welcome and Apologies
2. Approval of Minutes from previous meeting (21<sup>st</sup> March 2019)
3. Actions from previous minutes
  - a. Constitution Update
  - b. Project Playground / School Grounds
  - c. Match Funding
  - d. School Photos
  - e. Christmas Tree
  - f. School Uniform – Sports Tops
  - g. School App
4. Treasurers Update
5. Head-Teacher Update
6. Fundraising Group Update
7. Junior Leadership and Citizenship
8. Hot Weather Policy
9. Correspondence
10. AOB
11. Dates of Future Meetings

### 1. Welcome & Apologies

#### Present:

|                            |                           |
|----------------------------|---------------------------|
| Emma Carter (Secretary)    | Helen McLean (Chair)      |
| David Williams (Treasurer) | Lorraine Slabbert (Head)  |
| Jo Falconer (Vice-Chair)   | Andrew Buchanan (Member)  |
| Anneli Spence (Member)     | Shirley Gallivan (Depute) |
| Alison Webster (Member)    | Ruth Allan (Depute)       |
| Kirsten Rodger (Member)    | Carol Anderson (Teacher)  |
| Morag Sorbie (Member)      |                           |

#### Apologies:

Rona Lockyer

### 2. Approval of Minutes: Minutes approved by all.

### 3. Actions from Previous Minutes:

- a. **Constitution Update:** No objections received. Website has been updated. Lorraine also confirmed that a copy is no longer required to be sent to the Council and is only required to be held in the School.

b. **Project Playground / School Grounds:** Shirley, at the previous meeting, suggested local companies coming in as part of work in the community. Companies such as RBS and Prudential were spoken about. Parentmail has been issued asking if there are any Parents who have any knowledge of these events.

Carol Anderson attended this meeting to discuss Octopus energy. We didn't get either 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> prize but we were so close at 4<sup>th</sup> that the school has been given £1000 to improve the outdoor space. Carol has suggested that some seating is placed up at the planters to improve the learning environment. Carol also fed back that nearly all the children stated that they wanted some sorted of painted area (games / running track). To keep the cost down, the paint could be bought and Carol could organise for this to be done in-house.

On a sad note, the damage is still continuing on the poly tunnel and planters. If resources / time is going to continue then maybe some sort of security needs to be put in place ie. fencing etc.

Kirsten suggested involving Developing Young Workforce.

Shirley to speak with Ann-Marie Sinclair in applying for the Tesco Bags for Life and the Windfarm grant as funding for the outdoor space improvements.

Morag will speak to Lauren regarding the Round Table / Rotary Club and how to apply for a grant.

c. **Match Funding:** £250 still not received. RBS contact chasing as still not received by 13/05/2019. Thank you letter to be put on hold.

d. **School Photos:** Survey monkey issued and 66.17% of parents/carers who submitted a response said they would purchase a class school photo every year if it changed to an informal relaxed style. Helen still thought that the P1 photo was still quite formal. Alison seconded this. Lorraine brought a copy of the P7 photo and everyone agreed that it looked really good. Lorraine also commented that the P7 photos were a gift from Whylers. Anneli suggested that the class photos were taken towards the end of the year to split the cost to the parents. Next year will be a trial to see how it goes.

e. **Christmas Tree:** Joanna has / will find a home so this can be removed from the agenda. Thank you letter has been done to Caledonian Trees.

f. **School Uniform – Sports Tops:** Sports tops re MyClothing are cotton ones. Action complete.

g. **School App:** Lorraine fed back to the group that for a year's subscription for all the school its £400 plus VAT and if paid through the procurement system we will pay not VAT and works out less than £1 a child. The actual app is called App Central and is used in lots of schools in the Stirling area. Parent mail is paid for until March next year. Lorraine suggested running in conjunction and the Parent Council agreed that it would be good idea to run both systems from January until Parent Mail ceases in March.

**4. Treasurer / Finance Report:** Balance is £6,767.42. Floats for the Fling and School Fete will be got tomorrow. Helen questioned why if the floats are £2k do we always keep £5k in the bank. David said that this was historical, however it can be lowered to £4k to ensure that expenses can be paid for events.

Lorraine to confirm to David the exact amount required for Parent Mail, as the PC agreed to fund this and as yet the cheque has not been written.

Lorraine asked if the Parent Council could fund the Book Bag that is going to be given to all P1s. Quite a considerable amount of money has been spent on the Read / Write / Ink resources. This is great idea however the children need to understand why they are getting them and the ethos needs to be developed. PC agreed to fund this.

Ruth also fed in from the Junior Leadership group would like “reading” benches available for those children that don’t want to play on the field. Ruth to ask the children to look at pricing. Andrew could possibly get contact numbers.

It was agreed that the £1.4k would be earmarked to go towards the outdoor learning improvements outlined in “Project Playground / School Grounds”.

**5. Head-Teacher’s Update:** See Appendix I.

In addition, Shirley spoke of the following;

- Play and Learning
  - £8000 from the Authority to develop play based learning in P1 and 2.
  - Half for resources and half for new flooring/painting.
  - Been to Cowie PS and Comely Park PS to observe and speak to staff
  - Free play in open area – Allison McKeown to support.
  - Envisage working – group with teacher/group in class completing follow up work and group free play. Meet individual’s needs – Some children might less time on follow up tasks and more time on play based learning.

Why?

- P1 is an extension of the early level.
- Engage with peers
- Problem solve
- Social skills
- Language and communication skills
- Putting their learning into a real life context.
- Turn taking
- Manipulating resources.....

- NIP
  - Task - To look at what populates a profile and how all stakeholder can contribute to knowing children's strengths and next steps
  - The introduction of Learning Grids
    - Settling In completed after 6-8 weeks and completed by Feb (3 targets for Lit, Numeracy and HWB, Parents comments on settling in, All about me, Settling into nursery pictures and quotes.
    - Reflections on Learning grid created by Feb and (3 targets for lit, Numeracy and HWB, Parents comments on child's progress, Personalisation & Choice, My favourite things at nursery – Include pics and quotes.
    - Summative (3 targets for Lit, Numeracy and HWB, Parent reflections, Educators reflections and My Best things this year....)
  - Profiles at the nursery are now streamlined and for a parent and child they are easy to navigate. Children are confident when sharing their profiles.
  - Educators are more confident at talking about the child's strengths and next steps. The learning grid shows the child's journey over the year. For parents they are easy to use and the child's next steps are clear.
- Next Steps;
  - Support the Primary 1 teachers to create learning grid for the children transitioning to school.
  - Gain feedback from all stakeholders next session about the impact of the learning grids and how useful they actually are.
- Task: Health and wellbeing is fully embedded in the daily life of the setting and consistently promoted by all practitioners.
  - The Calm Code has been introduced to all 3 and 4 year old children in the setting. All preschool know about the calm code and most of the children are able to talk about their emotions and how they are feeling on the scale. They are able to access the resources which support them with their emotions.
  - The language of Growth Mindset is part of the everyday life in the nursery and is regularly used by staff and children.
  - Most children and parents play an active role in deciding what the snack choices are for nursery the next week and this is linked to data handling. This has resulted in more children accessing the snack area.
  - The PE planners are being used to plan all Gym session in the nursery. The lessons are now skills based and the skills being taught are shared with parents on the parent notice board.
  - The daily mile is being used by all children at least once a week.
  - All children have visited the learning lab and have made healthy snacks. The whole school progressions planners have been used to ensure skills are being taught.
- Self- Evaluation
  - Leadership and Management Practitioners – Evaluation – 5 (Good)

- Securing children's progress - Evaluation – 4 (Very Good)
- Ensuring wellbeing, equity and inclusion - Evaluation – 5 (Good)
- Next Year
  - Do-Be-mindful
  - Leadership roles including Citizenship groups with the P1's.
  - Continue Learning Grids work
  - Adventure with Alice
  - Makkaton training for all nursery and P1 staff.

Helen asked if the learning grid is something that DPS have developed. Shirley said that Lorraine had this in Crieff and Shirley took their example and adapted it. The idea is not to have just stop in Nursery but to extend it into P1.

Kirsten asked if these grids meant that the teachers have additional work to do. Lorraine stated that it would replace / not increase.

There is also a free app that can be used by the school. This means that children can upload photos of their work and videos of their learning. This can be done daily / weekly and is a news feed. Parents can then access this (only their child). This is a way of reducing the workload on teachers.

Helen reiterated, that although the P7s were using this grids, quite a lot of the parents did not know what they were for. This has been taken on board.

Carol gave some feedback on LIAM. Everyone really engaged with it. The school nurse carried out most of this training and she will be back in during Health fortnight.

All the around the table everyone said how good the Art Exhibition was and that the school should be so proud of themselves. The school managed to make £180 on this event which was amazing.

6. **Fundraising Group Update:** Summer Fete organisation underway. 25 x A1 and 27 x A3 Steven Brown collector edition prints were donated by the man himself. The Fundraising group are also having a table at the Fling. Still short for volunteers again. No entry this year and also more 'free' activities are being available.
7. **Junior Leadership & Citizenship:** See Appendix II for update from Ruth.
8. **Hot Weather Policy:** Emma had been asked by several parents if there was a hot weather policy and in particular the rule on taking water bottles out during sports activities. Lorraine stated that there wasn't a policy and that common sense should be used. The SMT advised that if parents had any concerns they should contact the school directly to discuss.
9. **Correspondence:** None

**10. AOB:**

**Ants:** Anneli asked if there had been an issue with ants. Loraine said yes, but it had been dealt with.

**Gazebos:** Contact had been made by a parent asking if the Gazebo could be used for an out of school activity. Kirsten stated that they need to come back in the same state they went out in and who would cover this. Are we insured? We don't think we are. However, the PC agreed to loan.

**AGM:** Helen and Emma will be stepping down as Office Bearers at the next AGM.

**11. Dates of Future Meetings:**

19<sup>th</sup> September. Emma to put in the let from 18:30-21:00.



### Parent Council Meeting Head Teachers Report May 2019

#### **STAFFING UPDATE:**

**Long Term Absence:** Mrs Anna Nicholson still remain absent. We have been very fortunate in terms of Mrs Matthews and Mrs Jones in that they have been a secure pair to take the class through to Summer.

#### **LOCAL AUTHORITY:**

Releasing class structure this week to all families. Parents and children will hear who their teachers will be week commencing Monday 3<sup>rd</sup> June.

This year we have 16 classes, two probationers and an additional Wellbeing Teacher from our core staff. The wellbeing teacher will be developing and leading our nurture approach in school supported by Mrs Allan.

Reports due out to families Friday 14<sup>th</sup> June

We are to be involved in a Play and Learning project within the authority which our P1 will be part of for sure and we hope to extend to P2 also. Again this will involve research engagement by staff linked to plans for learning in school.

#### **SCHOOL IMPROVEMENT PRIORITIES:**

Self-evaluation has completed in all areas of the Quality Indicators we were assigned to do this year. Those were:

- Self-Evaluation for Self-Improvement
- Leadership of Change
- Curriculum
- Teaching Learning and Assessment
- Personalised Support
- Raising Attainment and Achievement
- Ensuring Wellbeing Equality and Inclusion

Across the board we have graded ourselves as good, but we are well aware that with only a little work we would be tipping into very good. We aspire to excellent and that's the way it should be. Key words for next year on the "very good" hunt will be consistency, structure, leadership, measuring impact and meeting children's needs both universally and targeted.

## **Appendix I contd..**

### **Key Improvement Areas for next year come under three headings:**

- Curriculum
- Wellbeing
- Play and Learning

Some key things to be introduced, developed or continued are:

- Research engagement
- Play and Learning
- Nurture development
- Mindfulness across the school
- Developing further the moderation activities within and outwith school
- Conferencing grids to develop pupil voice
- Developing further pupil voice through involvement in self evaluation
- Sharing pedagogy within the staff
- Widen and develop PT roles
- Develop understanding across school community re targeted interventions
- Development of joint planning to best meet children's needs and introduce on a small scale learning communities
- Continue review of rational, vision values and aims
- Develop equality and diversity across the curriculum using Respect Me
- Develop and further enhance feedback to pupils
- Continue to engage in tracking wider achievements
- Develop a new and revised Positive Relationships Policy
- Developing use of data to plan for progress
- Further develop Big Maths and RWI in school

### **Environment:**

- Changes to commence within the P1 and hopefully P2 area as well as looking at a rolling programme following pricing being done.

### **Parental Consultation:**

- Anti-bullying results collated and results will be shared on evening.
- SE group with parents ran and although not hugely attended we have interest from a few and the results for us were positive and have been included in SIP for next year.
- Photos agreement that yes they would purchase if on offer. P7 photos gifted anyway.

## **Appendix I contd..**

**Newsletters:** Newsletter went out last week.

### **Initiatives**

- Continue to be involved in charitable/Pay It Forward Initiative
- Go Yellow Day
- Book Fairies hugely successful

### **Fundraising Group**

- Hard working again this term with summer fete prep well underway.
- Steven Brown has donated around 40 prints for auctioning on the day
- Silent auction now open

### **Funding requested If At All Possible**

- Book bags gifted to new P1s as a wee starting school gift if possible would be lovely to get this money back. £350
- School app also very affordable - for a year's subscription for all the school its £400 plus VAT and if paid through the procurement system we will pay not VAT. So less than £1 a child.

## Appendix II

### Junior Leadership Team and Citizenship Update

#### Junior Leadership Team:

We have spent this year thinking about ways in which we can work together to improve our school. We have helped with our School Improvement Plan.

We looked at themes from How Good is Our School such as:

#### Learning and Teaching:

***In our school, learning is challenging and enjoyable. Our learning is varied. Our learning experiences include learning in the outdoors, learning in the community and further afield.***

We surveyed the whole school about CLIC maths and found out that there were ways this could be improved for classes to make it more enjoyable. Since we have introduced our new Big Maths programme we have found that children we have been talking to are enjoying this way of doing Numeracy and CLIC much better. Our next step is to talk to focus groups of children to find out their views on Big Maths now.

Classes have been taking part in outdoor learning much more- we have taken part in outdoor challenges, den building, maths, planters and lots more.

***Our learning is supporting us to increase our digital skills. We have access to a range of modern digital technology which we use in our learning.***

We have written instructions for some of our digital equipment within the school and have shared this with other groups. There is lots of digital equipment in our school we are becoming more confident in using such as Chrome books and ozobots. Our coding clubs and digital leaders are helping to support children and staff in our school in increasing our digital skills.

#### Our School and Community

***Children and young people are able to contribute their ideas about how our school environment can be improved. Our school building and grounds take account of our ideas which helps us to enjoy being here.***

We are putting together a proposal to Mrs Slabbert, Mrs Gallivan and Mrs Allan about reading benches for the playground. We think that this would be really great for children who don't always want to run about and sometimes just want to relax and read.

We would also like to introduce a lunchtime reading club in the Library. This has started this year with Reading buddy project but we would like to see it being available for more children so that is our next step.

A group of P6 boys have been talking to Mrs Allan about our multi pitch too- we would love to see this turned into an astro pitch!

## **Appendix II contd..**

### **Citizenship round up**

The Junior Leadership Team and Roving Reporters are joining forces to create a Citizenship newsletter to send out to all parents to tell them about all the wonderful things our groups have been doing to help our school and community this year. We are also putting together a video which we will share at assembly.

Some of this includes:

#### **JRSO:**

We organised the 'Big Pedal' for the whole school. We enjoyed talking to the police because they really listened to our ideas about putting up crossings and we are helping to make people think twice about parking on double yellow lines.

#### **DPS Action Team**

We have held a community cafe about once a month and invited Elderly people in to these. We have built up great relationships with people in our community and we think they have enjoyed coming into visit us. We have told stories to each other, played games and done some baking.

#### **Kids Count**

Red Nose Day and Comic relief- over £1500 raised for charities this year.

We have organised these events for the whole school and made a lot of money for charity.