

St Nicholas Primary School

Parent Council AGM Meeting minutes

Location: St Nicholas Primary School

Date: 9th Sept 2019

Name	Position	Name	Position
A.Weir (AW)	Chairperson	K. Brown (KB)	Head Teacher
N. Scherer Dickson (NSD)	Vice Chair	L. McGuire (LM)	Deputy Headteacher
C. Roxburgh (CR)	Vice Treasurer and Parish representative	R. Gilmore (RG)	Principle Teacher
K. Neilson (KN)	Parent	Father J. Bath (JB)	Parish Priest
L. Swinney (LS)	Parent	J. Skeldon (JS)	Parent
A.Morrison (AM)	Parent		

Attendees:

Apologies: Julie Zasada (parent), Fiona Bremner (secretary), Jo Cook (parent), Johnny Donnolly (treasurer).

Time: 1830

Welcome and Prayer

KB warmly welcomed parents, parish representatives, staff and existing parent council members to the school's parent council AGM. Father Jeremy kindly opened the meeting with prayer for pupils, staff and families of the school for the forth coming year.

Minutes from previous meeting addressed

- Movie night organised by parent council members and teachers was recognised as a great success. It was enjoyed by both pupils and organisers. Raising a good sum of money to go towards parent council fundraising.
- A school notice board will be placed at the rear of the church. CR is leading this.
- Parent Council have donated **£2350** towards risky play and play boxes for all classes.
- Minutes from parent council meetings are now accessible to all via the school website.

Election of Office Bearers

Position	Name	Vote 1	Vote 2
Chairperson	A. Weir	L. Swinney	K. Neilson
Vice Chair	N. Scherer.Dickson	L. Swinney	C.Roxburgh
Treasurer	J. Zasada	C.Roxburgh	A. Weir
Vice Treasurer	C.Roxburgh	A. Weir	N. Scherer.Dickson
Secretary	F. Bremner	A. Weir	K. Neilson

Agenda items

Action Items	Involved	Date	Status
Parish Update	JB/ CR		
Remembrance Sunday	KB	10/11/19	A remembrance parade will take place Sun 10 th Nov at 1.30pm from Uphall community centre. A wreath from the school will be placed at the Cenotaph. KB keen to

Sunday Teas	JB/CR/KN	22/9/19	<p>have school representatives attend.</p> <p>School (parent) reps volunteer to provide teas and coffees following mass on the 4th Sunday of the month. Monies raised are donated to the West Lothian food bank. It was agreed to continue donations to the West Lothian food bank. JB/CR/KN keen to raise awareness of this and volunteers will always be welcomed.</p>
Parish Youth Club	JB/ KN/ CR	20/10/19	<p>A parish youth club is planned to start in the Canon Hoban Hall for primary 4-7's. Every Sunday- Starting 20th October, 6-8pm. This will be managed by father Jeremy and ran by S6 volunteers participating in the Caritas Award including parent helpers. It was agreed volunteers can visit the school to promote the youth club among classes 30/9/19.</p>
Vocation Awareness	JB/KB/LM/RG		<p>Aimed at P6-7s. A celebration of the catholic church dedicated to the baptismal vocation. Father Issac will be visiting from Pakistan and Father Simon will also be visiting the parish for respite. It was suggested a religious sister could also visit, JB to liase with KB/LM/RG.</p> <p>P7s to visit St Margarets shrine in Dunfermline, the church will kindly pay for the bus. JB to liase with Mrs Bell.</p>
St Andrews Ceilidh Night	KN/CR	29/11/19	<p>KN/CR are planning a St Andrews Ceilidh night for families of the school and parishioners. Canon Hoban Hall is booked for 29/11. Band,</p>

School Update KB
School/Nursery
refurbishment

Ongoing

catering and ticket prices
TBC.

A new accessible disabled toilet has been built in the school dining hall. KB wished to thank staff for their patience throughout the building works.

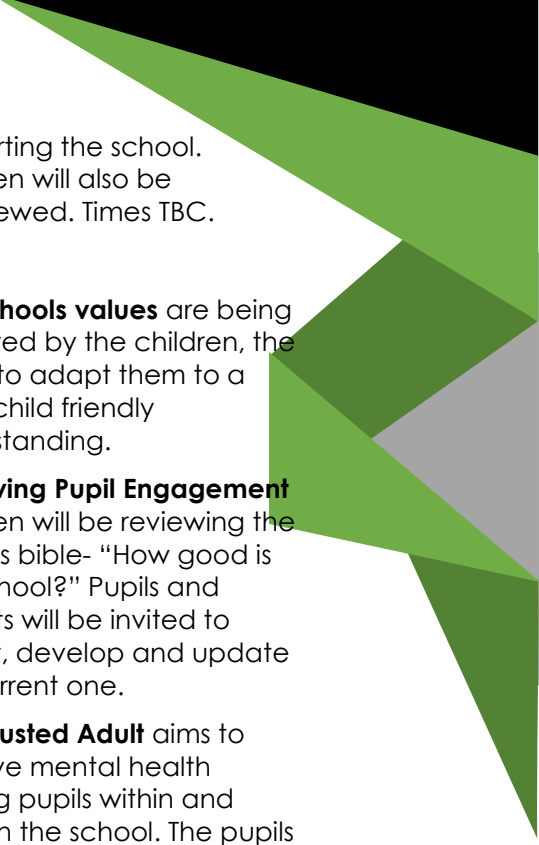
The nursery has had a refurbishment including new toilets, new entrance, new kitchen and an overhead outdoor canopy to allow for outdoor play in all weather conditions.

Nursery is now open 50 weeks of the year. New sessions include new start/ finish times 8:15-12:45, 13:15-18:15 and full day sessions. The nursery will be closed on Fridays. New staff have been employed to accommodate the longer opening hours. St Nicholas was chosen to pilot this in West Lothian.

The new P1 pupils have started and settled in well. There are two classes with a third teacher to support learning and development in primary 1.

A third teacher will be available in each year group to support pupils in creativity and development, whilst assisting pupils with any additional needs. Utilizing the Supporting Learning Throughout School model.

St Nicholas has been awarded a high attainment school status. A School inspection is due 24/25th sept, through means of self evaluation. KB keen for parent council volunteers to speak with councilors on the PC role in



supporting the school.
Children will also be interviewed. Times TBC.

The Schools values are being reviewed by the children, the aim is to adapt them to a more child friendly understanding.

Improving Pupil Engagement
Children will be reviewing the schools bible- "How good is our School?" Pupils and parents will be invited to review, develop and update the current one.

One Trusted Adult aims to improve mental health among pupils within and outwith the school. The pupils have identified one trusted adult either within the school or the community, they feel they can approach with any concerns or worries and discuss them.

Pupil wellbeing self-reporting wheel has been led by Miss Miller. This will allow pupils to self-report on their feelings and concerns. This will also allow for data collection within the school. The reporting system will go on a green (feeling good) to red (not feeling good) basis, highlighting any concerns to teachers.

The school has been awarded a Digital Award for their digital leaders programme and digital learning throughout the school.

Developing young workforce:
KB keen for parent volunteers to give short career presentations throughout classes among the upper

AOB

school. Discussing their job roles and identifying skills required to aid in future career choices.

Johnny Donnoly has stepped down from his current role as treasurer. The PC would like to thank him for his commitment to the role over the last few years, tackling challenges that allowed for more accessibility to parent council funds.

Gala Day was a huge success!!! With St Nicholas receiving first prize for their float. A massive thankyou to pupils, staff and parent helpers who helped make the float such a success. Volunteers invited to to assist with next years float.

RG/JS

Halloween Movie night planned for 30th Oct. Movie TBC.

Xmas fair planned. Dates TBC.

Turning Circle remains problematic, with some parents parking in a dangerous inconsiderate way. Staff unfortunately are often subjected to abuse when approaching vehicles. Friendly reminders for safe and considerate parking will be posted on social media to promote the safety of children. It is advised police are contacted with any concerns.

Next meeting planned for **28th October, 18:30**. All welcome to attend.