

Details of Meeting 11.09.2023Attending the Meeting

Father John Deighan (JD)

Julie Zasada (JZ)

Louise Sharkey (LSH)

Claire Smith (CS)

Cheryl Evans (CE)

Siobhan Kellock (SK)

John Honnibal (JH)

Brogan Conway (BC)

Alan Morrison (AC)

Louise Kennedy

Annie Begg (AB)

Apologies

Alex Reynolds (AR)

Welcome

LSH welcomed everyone and JD opened with a prayer

Minutes of Last Meeting

Nothing outstanding from previous AGM

Actions from last meeting

#13 ongoing – close

#14 ongoing – some lines have been printed – keep open

#15 as above

#16 close

#17 close

#18 close

Update on previous year

- LS took us through some slides to show case the “amazing year” that the parent council have had.
- Highlights included fundraising of £1410.78 from easy fund raising, frozen Fridays, stampastic, movie night, curriculum café, sports day, teas and coffees
- Volunteer pool have been great and respond when called – good number of volunteers we can call on
- Partnership with school included depute head long short leet interview, P1 ties, mini vinnies, P7 camp fundraising, work bench, clothing bin, fitness fortnight
- This year done the uniform stall at curriculum evening.
- Cost of school day focusses on looking at how costs relate to school can impact on children e.g. attendance and attainment due to hidden costs in attending school. Have created an online learning module around cost of the school day (child poverty action website). Things we can do can be things like letting people know about fundraising in advance and how no child will be denied due to not being able to pay. BC will oversee pupil equity funding this year that will focus on cost of the school day. Participatory budget to be allocated to help remove barriers to those who may not be able to participate.
- Challenge poverty – week before October hols.

- BC shared updated Poverty proofing statement now called the Reducing the Cost of the School Day statement that has been split into key areas and talked through it.
- Have surveyed the parents and staff to get feedback on how to use the PEF – key themes were staffing around pupil support workers to focus on literacy and numeracy to improve attainment and also to have a nurture group and also looking at creating a literacy pedagogy for Sinclair Academy cluster schools.
- <https://cpag.org.uk/cost-school-day-elearning-course>
- BC asked for the parent council to think of ways to support reducing the cost of the school day but also to highlight if anything that school decides to do that may have an effect on the cost of the school day
- JZ suggested that they tell the p6 parents a rough idea of how much the camp could cost to let families start to save for the p7 camp
- Potential for a cluster camp as part of the transition for the following session 24/25.
-

Parish update

- All dates are/will be on the family calendar
- JD asked for feedback about how the ran the sacraments last year – good feedback so far
- Preparation – have staff going through the new material for teaching the children
- All classes this term are getting the opportunity to go to Mass in the first term.
- Whole school masses next term
- JD plans to visit all the classes and get into school in some capacity at least once a week
- JD trying to set up a youth group for P5 – S1 in the parish – potentially after Christmas – a lot of ground work to set this up

Treasurers update

As of 31 July 2023

Opening balance £837.07

Income £3431.54

Expenditure £1977.11

Closing balance £2291.50

Still to come out of account:

- Mini Vinnies account £203.95
 - Uncashed cheque £150
 - Owed to school for clothing bin £47.60
- Total £401.55

Resulting in total funds available of £1889.95 (made up of £1855.90 in bank and £435.60 in petty cash)

Head teachers report

School roll and staffing

- 15 classes/3 new staff members/2 maternity covers
- HT, DHT and PT all permanent – no acting PT this session
- School roll 386, nursery 66
- 3 new PSWs/currently advert out for one post.

Finance

PEF

- school literacy development role
- 2 full time PSW – to implement PEF interventions
- Contribution towards cluster lead literacy Pedagogy Officer who works with schools literacy champions – two sessions (reading moderation/grammar focus)
- Feedback from parents re PEF Funding spends (BC)

School fund:

- Finance committee (HT, PT, school admin and parent) – as agreed key spends – awaiting playground furniture to arrive (picnic benches), new playground equipment and replacing some of the trolley boxes, defibrillator and new mics for hall

Capital Budget DSM:

- New promethean boards in all classes and some on trolleys
- Sensory room being explored – to support ASN pupils

Property

- Plan is to do some painting within the school

Health and Safety

Fire Risk Assessment

- 5 year fire assessment completed

School Parking:

- New yellow lines have been painted – Woodville Court

School and ELC School Improvement Plans

- SIP 1 – HWB – focusing on children's rights
- SIP 2 – Literacy – working with cluster colleagues with a focus on Reading moderation and grammar progression.
- SIP 3 & 4 – Numeracy focusing on numeracy and real life applications
- Family calendar – will be updated monthly and changes to dates highlighted
Action – share family learning events – post parents back to the app rather than give details

Policy /Procedures/Guidance Updates

- Parent Consultative Group – Homework

Communication

- Ethos survey
- Parent feedback – school aims

News

- Food for thought funding – food technology

Additional updates

- August INSET with new Sinclair Academy cluster colleagues

Fundraising (LSH)

- LSH asked for any ideas
- BC requested that we plan any fundraising a couple of months in advance so we can let parents know
- Probably don't need to do anything too different – more of the same – can we stress that we have a price list but it's a suggested not mandatory
- SK asked if we could do a family event that we could bring the whole family together
- BC also suggested celebrating the cultures within the school
- Have had a St Patricks night in the school in the past
- Could we do a Christmas fayre or a summer fayre – summer fayre is the preference.
- Considerations for sports day and picnic – picnic on a Friday afternoon?

AOB

- Volunteer register – will they refresh dates. School has a list of volunteers. BC will send out request for volunteers
- Family Calendar - covered
- Staff car park and cars – not accessible – action AB – have a discussion on whatsapp as a parent council
- P7 leavers hoodies – decided not to support but if there's a child who cant afford one we will help. Hoodie pricing is agreed, form ready to go – children ready to vote on colour. Price is £20 for child sized and £24 for adult sized
- Family champ – promote on volunteers whats app – action AB

Close

Next meeting proposed Monday 22nd Jan 2023

LSH Close

Action List

#	Action	Owner	Review date	Status
13	Promote St Nicks nick nacks to parents	AB, CS, JZ, LSH	Sept 23	Closed – this is ongoing but has started so can be closed
14	Parent Council to promote pledge for road safety	Parent Council	Sept 23	Open

15	SK to follow up with road safety officer from the council re painting of road	SK	Sept 23	Open – painting of road has happened
16	AB to get parent process onto 1 page	AB	Sept 23	Closed
17	LS to confirm how long the training for long and short leet remains valid for	LSH	Sept 23	Closed
18	liaise with volunteers and get names – promote that there's a possibility to use volunteering days from work.	Parent Council	Sept 23	Closed
19	Share family learning events – post parents back to the app rather than give details	BC	Jan 24	Open
20	Staff car park and cars and intersection between path – not accessible – action – have a discussion as a parent council	AB	Jan 24	Open
21	Family champ – promote with volunteers	AB	Jan 24	Open