



# Minutes

## Priorsford Parent Council AGM

### DATE

14<sup>th</sup> Nov 2024

---

### TIME

18:30

---

### IN ATTENDANCE

Susan Woodyer, Stephen Crombie, Nicola McLellan, Heather McAndrew, Sarah Howie, Jan Philip, Matthew Curl, Gilian Foley, Lucy Benjamin.

### APPOLOGIES

Kate Gibson, Sam Barker, Gillian Robson, Laura Alymer, Jen Noble, Leigh Anderson & Keith Russell

### WELCOME, INTRODUCTIONS & MINUTES OF LAST MEETING

All attendees introduced themselves and the minutes from the last meeting were approved. It was agreed that moving forward the minutes from parent council meetings will be posted to the school website and the minutes will also be sent to all parents rather than just the attendees of the parent council. The school office will be sending out the meeting minutes moving forward.

### HEAD TEACHER'S REPORT

#### Staffing

- Susan informed the group that Rosie Dawson has now started in the office and the office is running well. Rosie and Amanda are continuing with their training and Susan is hoping to see a positive improvement in the office running.

- Michelle Dainton started as an ANA before the Oct holidays and has a temporary contract. She was brought in to replace Stuart McDonald.
- There has been a review of ANA hour allocation by the council and Susan is yet to hear how many hours Priorsford will receive and subsequently if all ANAs can remain on at the school.
- Susan confirmed that there is no action required from the parent council at this stage.

#### Classes

- Classes are staying as they currently are and we now have 6 available spaces across P2, P4, P5, P6 and P7.

#### School Improvement Plan

- Writing is the focus for the school improvement plan in this session. Development sessions have focused on planning writing and what experiences the children are getting in writing to ensure coverage. Staff are also focusing on the teaching of writing sentences and paragraphs.
- As part of the Writing development there have been pupil focus groups and pupil council reps providing feedback and suggestions to support with writing. One suggestion is to have a writing week similar to health week.
- Susan is also monitoring the Writing jotters across all year groups at the school to triangulate with plans and pupil focus groups.
- The teachers will be planning observations within the cluster where they will observe and be observed during teaching time in order to get feedback and to ensure that there is consistency in the teaching of writing across the cluster. Following completion of the observations there will be a debrief to share feedback and work on next steps.
- Following the peer observations, this session the senior leadership team will do class observations next session.
- The cluster has determined that these observations are the best way to keep consistency across the cluster and this has not come from SBC way or mandated by the council.
- Showbie is still being piloted by P1/2C and Mrs Crombie has been working on getting information together to be able to share with the parents prior to the parents evening next week.
- The plan is to roll out Showbie to all parents starting in Jan and the school is working to ensure that all staff have the skills to become competent at using Showbie.
- There was a session for the parents of the pilot class to get feedback on Showbie, but was only attended by 6 parents. It was agreed that when rolling this out to the wider school there would be a Teams call with the parents that would go through how to access Showbie. This Teams call would be recorded so that anyone not able to join the call could listen back to the training.
- Susan confirmed that her long-term vision is to use Showbie for reporting and have progress on learning submitted 4 times a year via Showbie. By doing so parents will get real time updates rather than any lag as we currently see with the paper reports. There will still be a written report but this will be vastly reduced.
- ANAs have also had training in Showbie.
- Next term there will be a focus using Oracy resource.

#### Spending

- The school is managing well with the spending freeze and have purchased 4 smart boards from the PTA funds.
- PTA funds are still very healthy.
- The Xmas fayre is approaching, and this is one of the biggest fund raisers for the school.
- Susan highlighted that we had also received a substantial donation from the Round Table from the donations at the bonfire display.
- The school are still looking for trips closer to home to keep down spending and the P7s have started fundraising to cover the costs for the P7 camp buses.

#### P1 & ELC Enrollment and Tours

- Enrolment week is next week and Susan informed us that the tours of the Nursery and school were very busy with lots of parents attending both sessions.
- 71 pupils from P7 will be moving up to High School and it's not yet clear what numbers we will be getting in P1. The hope is that no re-deployment will be needed based on pupil numbers.

Other Matters arising: P2 parent feedback, diary changes

- A meeting was held on 1<sup>st</sup> Oct with P2 parents to address matters that had been raised. The meeting was very successful and Susan highlighted that her door is always open for anyone who wants to raise any issues.
- Susan apologized for the changes in date/time of this meeting and that it was changed to avoid clashes with parents evening.
- Susan highlighted that together time occurred today and the plan is to have this every month. The classes were mixed within P1–P3 and P4-P7 to allow for activities to be tailored to age.
- Susan listed the upcoming activities the school has planned:
  - P1/P2 Nativity
  - P1-P5 Panto
  - Santa run/walk
  - P6/P7 Eastgate trip
  - Xmas parties/social dancing
  - Xmas lunches
  - Dance Show
- Work to the sensory room and accessibility toilet is continuing and it is hoped to have this handed over to the school soon.

### **SBC PARENT COUNCIL CHAIR MEETING FEEDBACK**

- Stephen and Nicola attended the SBC Parent council chair 3<sup>rd</sup> Oct, which was held F2F at the High School. Justin Sinclair and Christine Brown attended in person and we were joined by James Bewsey and Catherine Thompson via Teams.
- There was talk about the Scottish curriculum being reviewed at a national level, but focus is looking at the Broad General Education (BGE) education and experience.
- The council are asking if they are getting it right for all students, not just the high achievers.
- The meeting broke into 2 sessions with James Bewsey focusing on BGE (age 2-15) and he highlighted that they focus is to have successful learners, confident individuals, responsible citizens and effective contributors.
- They requested that the parent councils should be putting together a bucket list for what we want our children to experience as part of their school life.
- Catherine Thompson then focused on the senior phase of High School, which included the same as James covered, but also looked at the different qualifications the children can achieve.
- Nicola requested that the Connect website could be shared via the newsletter with all parents so they have access to the councils work with the parent council.

### **AOB**

- P7 rep highlighted that a concern had been raised that the P7 children were not getting enough time to finish their lunch in the canteen. This is a different parent to one who has already contacted Susan directly.
- Susan will follow up with the canteen to ensure children are given the full lunchtime in order to eat their lunch.
- Susan highlighted that lunches are now all being eaten inside due to the amount of litter that has been getting dropped in the playground and with Winter coming.
- Susan will also review the indoor/outdoor lunchtime sessions.

### **DATE OF NEXT MEETING**

- Wednesday 5<sup>th</sup> February, 18:30.