

Loretto Parent Partnership Meeting

Meeting held on Wednesday 30th May at 6.30pm

Present:

Name	Capacity
Margaret Anne McBean	Head Teacher
Sandra Gray (Chair) Sharon Hurley, Krysia Meek, Kate Courtney, Carolyn Smith, Karen Flunkert, Karyn Porteous, Cheryl Auty	Parent members
Valerie McIntyre	Principal Officer (Education) ELC
Andrew Forrest	Councillor
Lynn Donohoe	Clerk

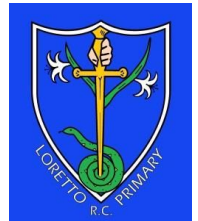
Apologies:

Stuart Currie (Cllr), John Williamson (Cllr), Katie Mackie (Cllr)
Kate Todd, Loretto PS
Jennifer Allison, Monika Uher, Fr Basil

		Action
1	<p>Introductions & Apologies</p> <p>Sandra Gray welcomed everyone and introductions were made. Apologies were noted as above.</p>	
2	<p>Minutes of previous meeting and matters arising</p> <p>Previous minutes were proposed by Krysia Meek and seconded by Carolyn Smith.</p> <p>Matters arising -</p> <ul style="list-style-type: none"> LD confirmed that the unspent funds from LPP's allocation from ELC had been transferred to Loretto PS school fund. 	
3	<p>Finance Update:</p> <p>VM reminded all that it is useful to have bank statements to show at meetings, just to help ensure finances are up to date and transparent. Training available for chairs, clerks, secretary on Parent Councils.</p> <p>NB: Finance updated post-meeting, from SH, as follows: There has been no movement on the account since the last meeting other than a Correction bank entry on 14 Mar 18 for -£336.70 which the bank had credited to our account on 27 Feb 18 in error. Previous minutes showed £3360.34 balance and current balance is £3023.64.</p>	



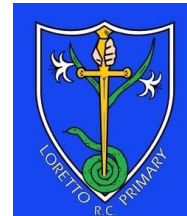
4	<p>Val McIntyre</p> <p>VM outlined the role and responsibility of the Parent Council (PC). Some schools retain a PTA as well as a parent council; this is up to the school. The LPP can decide on name of PC and decide how often they meet. The Head Teacher has a right and duty to attend each Parent Council meeting, or to send their representative. VM emphasised it is vital to maintain numbers and ensure PC is quorate. If meetings are not quorate, no decisions can be made. Need to think about how to encourage more parents in and boost numbers. VM thanked Andrew Forrest for all his support of Parent Councils in the area. VM asked the parent members what they hoped to get out of the PC. Various responses were received from the parent members, including (but not limited to):</p> <ul style="list-style-type: none"> ● to ‘fill in the gaps’ - useful for working parents, who are not always in playground ● to feed forward other parents’ opinions and get feedback from others ● to put forward others’ viewpoints for a specific topic ● to be involved in raising money for ‘extras’ for the school ● combination of above. Feedback to other parents too, and help the school play a part in the community ● to get involved in how the school runs ● to become more involved in what’s happening at school and being supportive <p>VM stressed that PC meetings are not the place for issues surrounding specific individuals (including pupils and members of staff), but rather a place to generate ideas. For any issues around a specific child, parents should contact their class teacher in the first instance. The chair of a PC does have a role to support parents, but mainly to engage with the parent body. Good idea to think about how the PC communicates and engages with parents.</p> <p>SH mentioned the poll on the LPP facebook group. VM suggested a survey - even on paper, handed back into office and given to the chair. The HT must engage with the PC regarding what’s happening in school. VM explains that information and consultations coming from the Scottish Government have to be forwarded to the parent body. It is no longer the case that the HT can create a School Improvement Plan (SIP) -</p> <p>(original minutes read:) it must be done in consultation with the PC. The school and HT have a duty to discuss these things with the PC. In the past, the HT only had a duty to consult. Going forward, parents must be involved in co-creation of SIPs.</p> <p>(Post-meeting clarification provided by Val McIntyre now reads:)</p> <p>"School Improvement Plan and reporting cycle - there is a statutory duty regarding parental involvement in both informing and shaping the plan and evidence base. The Standards in Scotland's Schools Act 2000 [amended 2016] sets out the following amendment to school improvement planning [SIP];-</p> <p>SIP must be under-pinned by consultation with pupils, Parent Councils, teachers, volunteers working in the school, local bodies representing teachers and parents.</p> <p>SIP must take account of the ways in which and extent to which the Head Teacher will consult pupils and seek to involve them when decision require to be made concerning the everyday running of the school; and</p> <p>SIP must take account of the local authority annual plan and annual report and its strategy for parental involvement.</p> <p>A summary of the SIP must be provided to parents and pupils and made available to others on request. The SIP summary should be available on the school's website".</p> <p>In summary the Scottish Government are looking for parents to co-create the SIP, specifically around the priorities identified by the parent body.</p> <p>Parents now have an opportunity through legislation to be consulted on the SIP, and also to assist to co-create the SIP specifically around the priorities identified by them. Clearly if parents choose not to participate in this, then that is their right to do so but they must be given the opportunity.</p>	LD
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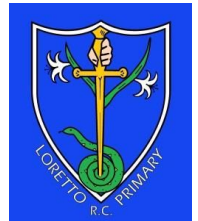
	<p>SH concerned too much jargon, which is putting people off. VM suggested simply stopping the speaker and asking for an explanation of what's being talked about. VM - PC can ask HT anything at all about the running of the school (apart from specific individuals). Mentioned the cost of the school day as something for PC to think about. At start of school year, PC should be thinking about what they want to achieve, and have an update at the end of the year. Think about what they want to actually raise funds for. There should be an agreed equitable amount of money per class, to be used appropriately. Bids should come in for each class to spend however much money has been allocated.</p> <p>Show on agenda the information that has been forwarded on, esp. training. It may be that the PC chooses not to act upon that information, but it should be noted. List out the correspondence that's been issued.</p>	
4	<p>Constitution: The ELC legal team confirmed there were no apparent issues with the proposed changes to the LPP constitution, although they did raise the fact that the name does not contain the wording 'Parent Council'. VM confirmed that parent councils are able to choose their own name.</p>	
5	<p>How Good Is Our School 4 (HGIOS4) MAMcB explained the book and how the indicators work, about closing the poverty gap. Schools have to return information on the quality indicators. Each Local Authority has to send all school info back to Scottish Government. A new, simplified version has been written for pupils to complete. Loretto PS have a strong pupil voice, which will be beneficial to this. Can see a role for children, under the SIP, joined by parents. HT's job is to manage the priorities, but would like to engage parents in these choices. VM - this underpins parents' understanding of how the school is doing and can generate ideas for the SIP. Small discussion groups may work well to generate ideas. KP suggested perhaps small workshops during events when parents are already coming into school, e.g. during Art Exhibition - perhaps a graffiti wall? Sending home one question for parents to feed back on?</p> <p>SH asked about childcare - a common barrier to parents attending PC meetings. VM explained potential problems with PVG/regulated workers, and the practicalities of hosting childcare out of hours within the school. Do the meetings always have to be in the evenings? Possible to have meetings on a Friday morning? Perhaps consult parent body via survey?</p>	



<p>6</p>	<p>P7 Hoodies Cheryl Auty would like to see hoodies being ordered much earlier next year. It was felt that other schools had their hoodies much earlier. MAMcB explained to VM that the hoodie order process had started in January, but local supplier delays meant that hoodies were very delayed –an issue that had affected most of the schools in the cluster. SG wondered if hoodies could be worn, not as ‘leavers’ hoodies, but as a P7 uniform. MAMcB agreed that school want people to get value for money. Most agreed that January would be the best time to get their hoodies. SG suggested that if cost were the main problem, the PC could fund them. MAMcB keen to keep the cost of the school day down. MAMcB said she had no problem with having a ‘non-leaver’ hoodie as part of the P7 uniform, but the PC would have to consult with the parent body as to whether this is something the wider parent body would want. CA agreed to take this up. SH suggested using the P7 tea and coffee money towards the PC funding a hoodie per P7 child, for them to have at the start of P7.</p> <p>P7 Celebrations SG concerned that the celebrations for P7 were very ‘last minute’, and in the future, could parents be more involved in setting this up instead of office? MAMcB concerned that the level of parental involvement here varies greatly between groups of P7s - in the past there had been issues. CA concerned that no celebrations had been planned at all - no information was being passed on to parents. MAMcB - the church hall has been booked, but it had proved very difficult to get a booking for this. MAMcB explained that the children knew there would be a celebration. SH suggested that PC funds could be used towards decorating the hall and food provided. Decision made not to hire a disco; LPP disco equipment to be used. Parents had already been contacted and asked to bring food (using a ‘sign-up sheet’ approach, which seemed to work well last year). CA outlined plans for the P7 celebrations, which are taking place outwith school.</p>	<p>CA</p>
<p>7</p>	<p>GDPR ELC currently liaising with IT regarding the impact of the new GDPR on May 25th. New info out from Connect. We need to be able to demonstrate that we are aware of and working towards this. SH asked if we are still allowed to take photos etc. at sports day. At the moment the school collect consent for photography, and this is compliant. Anything new may need further consideration. The crux of the matter is that people need to know what their data is being used for. MAMcB has asked for clarification on photo consent.</p>	
<p>8</p>	<p>Parking Residents of the flats to the right hand side of the school have lodged a complaint with the school (and the police). Need to remind all parents that the parking there is private and strictly for residents only. Free parking to the left of the school, and outside the church. Double yellow lines are now in force.</p>	
<p>9</p>	<p>Online Payments Please try to pay online wherever possible. ELC are rolling out a new system, so online payments for school meals will be coming soon. Cash payments will still be taken, but must be handed in in a sealed envelope with child’s name on.</p>	



10	<p>Headteacher’s Update</p> <ol style="list-style-type: none"> 1. Staffing Changes - Mrs. Todd soon to begin maternity leave. After interview, Mrs. Kinsella to be temp Principal Teacher whilst Mrs. Todd is on maternity leave. Mrs. Ramage will leaving at end of year. MAMcB wished to publicly minute her debt of gratitude for Mrs. Ramage’s excellent support and teaching over the years. Mrs. Capaldi will begin her career break after the summer, and Mrs. Jill Jeans will be joining us 4 days/week. PEF money being used as part of a 4 day post, which has successfully been recruited. Miss Easton will move from our nursery to be P6 teacher. Currently interviewing for Senior Early Years Practitioner, as ELC changes to staffing in nurseries begin, which will also see further EY teachers appointed to join ELC service-support across all schools. 2. Classes and Roll: 18/19 will have 8 classes, roll 200. P1 children will be all day from August 16th. The school recognise the P1 intake process was difficult this year for some families; the school was very popular. Reminder that ELC make all decisions centrally, due process has to be followed and staff have no say in the placement of pupils into schools. Reminder that a nursery place does not automatically assure entry or give preference over other children when moving into P1. 3. Catholic Schools - MAMcB attendeed HT RC Conference, where Archbishop Leo Cushley spoke of the nature of RC schools in changing times (Parishes, National Governance Review and HT Charter), as well as the importance of RC social teaching, which underpins our vision, values and aims. He acknowledged there are challenges in appointing staff but that RC approval is a way of ensuring the ethos and faith continues to be promoted. 4. Scottish Catholic Education Service Director presented; an educational resource support. 5. National Mass - tickets still available. SG, David Scott and VM to accompany 30 pupils and staff. 6. Building Works - upgrades to electrics, lighting and heating in various classes, over summer. Decoration and refurb to follow-Oct follow up. 7. SNSA - run for the first time this year. Results not all available yet and will not be published; more of a teaching aid. Useful in confirming teacher judgement and/or identifying next steps in learning. Not a pass fail or % result. Indicate areas for next steps this will form part of the planning and pupil targets which are then shared with parents. 8. Bikeability - parents completed the training and successfully undertaken with P6s. A great example of genuine parent partnership in learning. Thank You. Level 2 next session. 9. Languages and Curriculum - 1st in cluster to do Polish studies, subsequent Polish Morning - based on suggestions and feedback from parents (family homework) 10. Outdoor Play - on the back of Muss Area Partnership and suggestions from Pupil Council, P1-4 will have session on Loose Parts play. Possibly look to PC for help in getting storage for equipment for this. 11. PEF money - some to be spent on PEF teacher, but some to be used in supporting children’s wellbeing. Additional support for writing - there is a gap here for some children. Family Learning shown very positive evaluations from parents, and research shows this is a way forward. Susan Gow (Education Scotland Attainment Adviser) visited school and was very positive about our approach to supporting families 12. Finance - school budget reduced in the Support for Learning Predictable Needs area. MAMcB explained that for every child who qualifies for Free School Meals, the Scottish Government give the school an amount of funding - we need to encourage parents to apply. We need careful budgeting, using any available carry forward to supplement resources. LPP funds
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	<p>gratefully received and used to help with transport costs and reduce financial hardship in a sensitive way. Thanks to this, no child has missed out on any experiences.</p> <p>13. Sports Day - June 15th. Helpers needed!!!!</p> <p>14. Drama show on 31.05.18 Cinderella & Rockerfeller. Please come and support the drama club.</p> <p>15. SIP - Family homework used to suggest areas of teaching and learning. Already, family homework has indicated areas of enjoyment/success in curriculum. Suggestions also made by parents to be included on SIP for next year are: Rights Respecting Schools, Topic Work-IDL, Other cultures was suggested - already picking up with Polish project. Science also suggested-this has been some of our work this session but teachers and pupils feel this area should continue-this will feature too in SIP. Family feedback - pupil feedback at assembly-placemat group tasks led by P7s.</p> <p>RRS Citizenship and Social issues were suggested by parents - this will span teaching and learning and personal support for learning, inclusion and restorative practice and professional evaluation of the learning environment. It also links to the Catholic Schools Charter Principles of Catholic Social Teaching - Preferential for the Poor, Dignity. There is a role for LPP in exploring and understanding these ideas beyond experience or own child or individual children. RC School, Values and HGIOS QIs-expectation-same!</p> <p>Wish to extend voice of pupils-use How Good Is OUR School themes to enhance this. This has already begun this session, with pupil observations of teaching and learning.</p> <p>If parents interested in specific areas, tell us.</p> <p>16. Thank you to SG, who will be stepping down as chair. Thanks for support - personal, practical and financial.</p>	
7	<p>AOCB Identify date of AGM.</p>	SG