****

**25 August 2022**

**Minutes and Actions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Location** | Staff room | **Date** | 25 August 2022 |
| **Attendees** | Jan Hall (Chair) Susan Duncan (Co-opted) Steven KiddAndrea Lavelle (Treasurer)Rev. Derek Pope (Co-opted)Vicki McGoldrick Mairi McLellan (Teacher Rep)Sharron Winning (H.T.)Angela Bayne (Clerk) |
| **Apologies** | Laura Owens3 places available on PC |

**Minutes:**

Minutes of the previous meeting approved.

**Head Teacher’s Update:**

* The school budget is £35,000 this is higher than normal as £19,000 was carried forward from last year.
* PEF (Pupil Equity Fund) budget is sitting at £53,000.
* The school role is currently 380, this is more than predicted therefore staffing may change as the numbers have increased. There are 14 classes, two at each stage, no composite classes this year.
* Staffing is stable, only one ASN on long term absence, a new ASN will start on Friday 26th to support P1 pupils.
* P1 play area is open to the rest of the playground, this area is going to be fenced in to provide a safe and enclosed space for them to play.

**Improvement report**

**Priority 1**- The cluster improvement priority is to raise attainment for literacy and numeracy. Ladywell are working on literacy in P5 and P6 and the development of play in P1. There is a family engagement officer that supports families to get children to school and for support at home. The miracle foundation offered counselling to pupils. There is also support in place for P7 transition to high school. Staff were trained in intervention and the nurture programme is running in the school. The PEF allocation helps with targeted support and the nurture programme showed positive results for both staff and pupils last year.

Reflecting on ACEL Data, which is based on the Teachers judgement on where the pupil is working. Showed an overall improvement from the previous year, P1 increased in numeracy and a slight decrease in literacy but the engagement was positive. 79% were on track. SNSA assessment, which takes place in P1,4 and 7, these results showed 68% working in an average band and 27% above average. Numeracy 91% on track at end of P1. In P7, 78% were on track, SNSA 66% on average 28% above average.

**Priority 2 -** recovery from covid for health and wellbeing and updating school vision and values

Staff attended training on autism, drawing and talking therapy, getting it right for me, and met with the school’s educational physiologist. Ladywell are looking at nurture being fully embedded as part of the improvement plan – the nurture programme started in January with Mrs Steel, funded through PEF. This is set up on the stage area, the daffodil den, this area is used to provide children with a soft start to their day to help the transition from home to school as well as small group activities throughout the day. At the end of the session the evaluation results showed that children were calmer, more engaged and had a more positive attitude, as well as giving pupils’ a sense of belonging.

**SK** asked is there an onward referral for pupils that need support. **SW** if there was anything that caused concern then pupils can be referred, some pupils may also have support in place.

Updating school vision and values:

Motto: Learn for life at Ladywell

Values: LEARN Learning, Effort, Achievement, Respect, Nurture

**MM** This is a shared vision and will be embedded throughout the school.

**Priority 3** - development of the play programme

Ladywell are looking at planning and assessment processes.

**Priority 4** - improve the digital offering throughout the school

Ladywell are looking at the skill set of staff and any gaps in this area.

**Update on actions from previous minutes**

**Walking bus**

* **JH** wrote a letter to Motherwell miners club to see if Ladywell could use their car park in the morning so that the walking bus can pick up children from there, **JH** has had no response to date.
* **SW** not sure yet with regards to the School being able to cover the PVG checks for the walking bus, but will keep investigating. **PD** suggested VANL (Voluntary Action North Lanarkshire) could also provide this. **SK** thinks the cost are lower for volunteers.
* **SK** put out a survey to gauge interest in the walking bus this is the feedback from the survey: [Walking Bus Survey Responses - June 2022.pdf](https://southlanarkshire-my.sharepoint.com/%3Ab%3A/g/personal/abayne_slc_ac_uk/EQBw7Zqb3m1GuA2snB2_hRgBzoeadl-KXgwO4YPWTE_kcw?e=BFjhbL) **SK** seventeen responses to helping out, five areas proposed, everyone responded were interested. Appetite for trying something. **SK** suggested post Sept weekend to Oct holidays, trialling on a Wednesday, arriving on time for breakfast club, if we can get it up and running and with time to publicise. There are enough parent helpers to make the minimum adult to child ratios (1:4 for infants, 1:8 for older children). The obvious option is to run the one from Braedale Avenue with **SK** and **AL** with 8 infants or 16 older children. However, there are lots of questions to be answered: insurance, PVG’s. **SK** will contact William Collum, CollumW@northlan.gov.uk the lead for parental engagement and Catherine Sweeny to find out the state of play for lots of things and feedback.

In the meantime, **SK** suggested the PC should respond to the seventeen that responded to say we will pilot this.

**SD** suggested advertising free bus pass for Children. **SW** forms were sent home for this.

**Parent Council improvement plan**

* **AB** has emailed the constitution to be added to the website and for the parent council information to be updated. **SW** the website is not used as much as other social media has taken over – **SW** will speak to Christine regarding get this updated. **SK** asked if the PC has any links to the national meetings, **JH** advised that the Chair is invited to these via William Collum, Lead Officer for Parental Engagement at NLC. **SW** has forwarded on a link to their next meeting Tuesday 13th September 8.00-9.00pm which provides a whistle-stop tour of the role and responsibilities of PCs – how they work, what they can get involved in. The session will give you lots of ideas for running an effective PC; alongthe way we will answer some of your questions and discuss ways to fulfil your role. Booking link - [**https://bit.ly/3zoNHWt13Sep**](https://bit.ly/3zoNHWt13Sep)
* **SW** suggested that it wasn’t clear what the PC does. **SK** suggested the PC needs a degree of clarity on what the PC does, what the PC want to achieve and the next steps. **MM** suggested creating a simplified action plan to grow the parent council.

PC Priority - to establish PC, complete above training, set roles to support the school and parents.

Once all members are in place for this session **SW** asked if the PCcan take the issue of improving the lane access to the authority\*(see more information in AOB below), continue to push for the improvement of the pitch area and put forward concerns to authority when traffic blocks the roads. **AL** added that there is no flow in the drop off area, **SK** the traffic seems to be worse.

**Positions that need filled on PC:**

* There are three vacancies on the parent council, **SW** to send letter for new vacancies
* Advertising position of Chair and Vice Chair

**AOB**

* **SK** asked regarding school trips for this year. **SW** teachers are looking at trip options just now so there will be notice and time to pay for them.
* **SD** asked if swimming lessons will resume, **SW** has beem in contact with Matt Busby sports complex and is in the process of finding out costs, busses are expensive. If swimming comes back it will be with P7’s as they missed out on this in P5.
* **AB** asked if there was any news on strike action for educational services staff. **SW** there has been no news on what happens if the strike goes ahead, however this would mean there will be no school meals, support staff and janitorial staff. If schools are closed there will be no online teaching.
* Parent feedback – to consider getting rid of the grass in the lane, cut back the bushes and overhanging tree to make more space for pick up and drop offs. **SK** suggested other ways of addressing this problem by letting the pupils out in groups. **SW** P7’s go first, then P2’s and P1’s, there are a lot of children coming out a small space. Once the PC have their members in place for this year we will write to the Council Environmental Service team to deal with the lane.
* **DP** asked if the impending fuel crisis effects the budget. **SW** it has all been taken care of by NLC so it doesn’t affect he school budget.
* **SD** asked if there was an impact on the school catering now that all children have free school meals. **SW** the Scottish government put free school meals on hold for p6 to7, however all the pupils are already having lunch so this doesn’t have too much of an impact.
* **JH** is stepping down as chair and from the PC we would like to thank her for time and contribution and wish her all the best.

**Next Meeting**

Next meeting - Thursday 6 October 2022 at 6.30pm in the school.

Meeting dates for the rest of the year:

3 Nov

12 Jan

2 Feb

2 Mar

4 May

1 June

**ACTION MINUTES**

* **SK** will contact William Collum, CollumW@northlan.gov.uk the lead for parental engagement and Catherine Sweeny to find out the state of play for lots of things and feedback.

In the meantime, **SK** suggested the PC should respond to the seventeen that responded to say we will pilot this.

* **JH** wrote a letter to Motherwell miners club to see if Ladywell could use their car park in the morning so that the walking bus can pick up children from there, **JH** has had no response to date. Check to see if there is any response for next meeting.
* **SW** not sure yet with regards to the School being able to cover the PVG checks for the walking bus, but will keep investigating.
* **AB** has signed up to training for parent groups and PVGs and Parent council general training- feedback at next meeting Priority - to establish PC, complete above training, set roles to support the school and parents.
* **SW** to send letter for new vacancies -there are three vacancies on the parent council, Advertising position of Chair and Vice Chair
* **PC** - Once all members are in place for this sessionPCcan take the issue of improving the lane access to the authority\*(see more information in AOB above) writing to the Council Environmental Service team to deal with the lane. Continue to push for the improvement of the pitch area and put forward concerns to authority when traffic blocks the roads.
* **SW** to ask Christine to update website with new member information [Parent Council | Ladywell Primary School](https://www.ladywellprimary.org.uk/parents/parent-council/) & minutes to be uploaded [Parent Council News | Ladywell Primary School](https://www.ladywellprimary.org.uk/parents/parent-council/pc-test/)