



Annual General Meeting

PARENT COUNCIL MEETING WINKDYKNOWE PS

DATE: Wednesday 20th October 2021

TIME: 6.00PM

VENUE: SKYPE VIDEO CALL

ATTENDEES – SCHOOL	APOLOGIES
Rita Angus – Head Teacher	Rhona Tait
Gillian Norquoy – Deputy Head Teacher	Lyndsey Stein
	Michelle Blackley
ATTENDEES – PARENT / CARERS	
Donna McLeary	
Laura Weir	
Diana Torres Gosdenovich	
Claire Gilfillan	
Claire Anderson	
Jillian Jamieson	
Dionne Harrigan	

Introductions and Apologies

Donna welcomed everyone and read out apologies that had been received

Actions from last meeting

- **Parent Council Meetings** – An email address to be set up for parents to send any enquiries into. The facebook moderators to attend meetings and bring up parent queries. The AGM and the council as a whole to be promoted to parents. Carried Over
- **Clothing Bank at Morrisons** – After lots of phone calls and hard work by Dianne Torres, she has confirmed that the clothing bin has been reintroduced to the Morrisons Car Park in Bathgate
- **School Bus** – Mrs Angus to confirm if passes can be passed Monthly rather than weekly and if the option to purchase can be left on ipay for longer. Was not discussed, carried over.

Agenda Points Submitted

- **Parent Council** – Mrs Norquoy shared an information poster sent in by Rhona to inform everyone of the role of a parent council. It was agreed that a Parent Council would remain as is. Meetings will be kept informal to encourage more parents to join. Donna McLeary was asked by Mrs Angus to be chairperson, in which she agreed. In the case of her absence a replacement would be arranged. Laura Weir and Claire Gilfillan would share the duties as secretary. The only money that is allocated to Parent Council is a £400.00 annual sum given to the school for the use by the parent council, therefore it was agreed no official treasurer was required and if the money was unused, it would be absorbed into school funds at the year end.



Head Teacher Update

- Mrs Angus welcomed everyone and thanked them for their time
- A form asking parents was sent out after September's meeting asking parents what they would like to discuss or be involved in as part of the parent council. 8 responses were received. The areas which were highlighted in these responses were
 - Health and Wellbeing, lunch quality, sports activities & after school clubs
 - Policies, procedures, and communications
 - Plans, developments, staff changes, Covid updates
 - Bullying policies and school curriculum
 - Ways to help the school to benefit the children
 - Future plans, updates and sharing of information
 - School plans and progress
- In Response Mrs Angus shared that:
- The School Improvement plan and standards and Quality report are both published on the school website. These documents in essence give the story of the school. They outline the progress that has been made by the school, details their attainment, and gives the plans for the year ahead.
- The Curriculum – is a lengthy information session and Mrs Angus has agreed to put a small presentation together to go over this at the next parent council meeting. All agreed that this was a good idea
- The school maintains policies for every aspect of school eg school relationships policy, bullying etc. All policies are available to any parent. They are detailed in the Primary 1 induction pack and can be found digitally on the website, under Parent Zone and Induction Packs.
- Communications has been discussed on many occasions at Parent Council meetings. The school maintains a clear system that any communications can be done by telephone, face to face at the beginning or the end of the day or by school email. This system was refined 3 years ago and to date has been working well.
- The main priorities of the school this session are Literacy, Numeracy and Health and Well-being. Due to the disruption of the last 2 academic years due to Covid it has been recognised that while some children have thrived others require a bit more support. So by reviewing and refreshing their knowledge in these areas, we hope to fill any gaps that have occurred. Relationships and wellbeing are a major focus as some children require their confidence to be re-established to allow them to enjoy school life again. A number of social groups and nurture groups have been re-introduced to help meet the needs of some children
- Covid Recovery is going well. The new Warn and Inform letters have been introduced and are proving effective. Learning is updated and available for Primary 1-3 children on Seesaw and P4-P7 on Teams. This allows children who are isolating and well enough to maintain learning and allows teachers to maintain contact with their pupils.
- Indoor P.E. lessons have been reintroduced and we are hopeful that whole school assemblies will be able to resume in the hall in the near future.
- Parents Evening will be online again this term
- Primary 1 nativity will most probably be online again
- P7 School camp is confirmed for next year and communications with parents shall be out this week
- It is hopeful that Christmas parties can go ahead this year



- Halloween activities will be arranged by individual classes on the 29th Of October. Children can dress up if they would like to.
- The school have been approached by Low Port regarding the 3 day (non-residential) Primary 6 Skiing Trip in March. The school are sending out a letter this week to gauge interest.
- A Gardening Improvement plan has been implemented to refurbish the pencil and wooded area, to promote outdoor learning. The school are getting quotes from local companies to carry out the work. The budget will be met equally from the PSA and school funds.
- Staffing Update
 - Mrs Cross is back on 01.11.2021
 - Mrs Hastings and Mrs Johnstone are still on maternity leave
 - Mrs Melrose finishes for maternity leave in December
 - Mrs Conway and Mrs Naismith are in the office
- Classroom visits will take place by Mrs Angus, Ms Norquoy and Miss Foote from the 01.11.2021. These are a formal look at episodes of learning and are held normally in the morning.
- The 3 learning focuses this term are Financial Education, Enterprise and Expressive Arts. This is throughout the whole school
- Attainment meetings are held termly with all teaching staff and senior leadership team, where areas of concern and successes are discussed. We look at children not meeting their Curriculum for Excellence level and children who are achieving above their level. Plans are made to close any gaps and to challenge children who are on target.
- Mrs Angus visited Mr Barras the lollipop man on his last day and he was overwhelmed by the support of the parents and pupils for his last day ahead of his retirement. He explained he had "The Best Job Ever!"
- A thank you letter from the High Church Foodbank was received after the thanksgiving donation as part of the Harvest Festival.
- Due to the success last year the school are looking to introduce the reverse advent calendar this year in December.
- £272 was raised in the last dress down day. This money will go towards the Christmas gifts for P1 and P2.

AOB:

- In an effort to help families who need it the school provide services such as the school uniform bank, new uniform supplies and snacks on hand for those that need it. Mrs Angus is looking for ideas on how to improve the service we offer to our most vulnerable.
 - Diana suggested the kindness cupboard. Can we fundraise for this?
 - Can we fund transport costs for upcoming trips
 - Donna suggested food parcels be offered by raffle ticket
 - Laura Weir suggested applying for grants such as the outdoor clothing fund provided by Inspire Scotland/ government. Details to be passed on to school
- Dione asked about support staff within the school. Mrs Angus explained that the pupil Equity Fund was used to introduce more pupil support workers instead of a family support worker.
- Diana asked about lunch served at the school and asked if soup was available daily. Mrs Angus confirmed it was and was homemade and made at Blackridge P.S. Claire Anderson asked if school lunch was pre-ordered would the child be guarantee what they had ordered? Yes, Mrs Conway ensures that all children get what they order and meals are ordered every day with supplier once all children have placed their order. There was a period where



supplies were short at the start of term but this issue has been rectified by introducing more staff to oversee lunches.

- Donna asks if website can be updated with all minutes of meetings. Mrs Angus and Ms Norquoy would ensure this was done once they were received. The pupil Council has also been recently formed and once meetings established they would ensure these minutes were updated from Mrs Foote also.
- Donna asked can notifications be sent regarding homework being sent out to children. Parents are unsure when homework is sent out and when it has to be sent back in for. Mrs Angus assured Donna all homework was looked at by child's teacher and P1-P3 was initially using the blog, but now everyone is set up all homework shall be accessed via Seesaw. For Primary 4-7, all homework will be accessed via Teams and handed in electronically by student. Mrs Angus will clarify all points on this term's newsletter.

Actions:

- Mrs Angus to present Curriculum presentation at next meeting. Advertise this to all parents and carers on next PSA correspondence.
- See carried over points from Actions from Last meeting section

Next Skype meeting:

Tuesday November 30th 2021, 6pm,

All points that you wish to be raised on the next agenda, please submit them to Donna.reid1@yahoo.co.uk by Friday 26th November