



**ST.MACHAN'S**  
PRIMARY SCHOOL  
EAST DUNBARTONSHIRE

## **St Machan's Parent Council Minutes**

**Date:** Monday 28<sup>th</sup> November 2022

**Place:** St Machan's Primary School

**SMT Attendees:** Rosaleen Miller

**Attendees:** Niamh Rabey (Chair), Elaine Toner (Vice-Chair), Lisa Earl (Clerk), Canon Jeremy Bath, Victoria Keillor, Patsy McLaughlin (FLA), David Milano

**Apologies:** Suzanne Cassidy, Gemma Durnan, Kevin Gavigan

### **AGENDA**

1. Welcome, prayer and apologies
2. Approval of Minutes
3. St Paul's Coffee Morning
4. Anti-bullying Policy
5. Head Teacher's Report
6. AOB
7. Date of Next Meeting

### **MINUTES**

#### **1. WELCOME, PRAYER AND APOLOGIES**

Niamh welcomed all present.

#### **2. APPROVAL OF MINUTES**

Minutes approved.

#### **3. ST PAUL'S COFFEE MORNING**

Coffee morning to take place after mass to raise money for school funds. Will take place in New Year, mid-month. Parents to organise and run, children to help support in tandem with Children's Liturgy (**ACTION**).

#### **4. ANTI-BULLYING POLICY**

Anti-bullying policy to be updated and updated annually thereafter.

Current policy issued to PC and feedback to be discussed at next meeting (**ACTION**).

In consultation with parents, we removed our Behaviour policy and replaced it with our Positive Relationships policy which links to our Anti-bullying policy as well as our Including Every Learner policy which includes pupil, parent and staff voice.

Policy updates can be accessed via the school website.

We look to increase pupil voice across the school as leadership groups are re-established. Children could lead anti-bullying group – leading annual activities and keep the policy on track.

#### **5. HT REPORT**

- **Pupil Equity Fund (PEF)** – Parents are provided with PEF pack at P1 transition/induction dates. Children who claim Free School Meal Entitlement (FME) generate PEF funding for school. Increased uptake will generate more annual funds for school. School **must** evidence impact of how funds are spent. PEF funding for 2022/23 school year totalled £38,800 and supports the School Improvement Plan (SIP) in the following areas:
  - **Nurture & Well-being** – PEF funds have supported further training and resources, improving wellbeing check-ins that support changes in children.
  - **Reading** – PEF has provided funds for online reading resource Bug Club as well as in school reading resources.
  - **Staff** – Majority of funding on 0.4 teacher and intervention resources to raise attainment across the school.
  - **Support Staff** – PEF funds used to increase support staff by 15 hours (Classroom Assistant post).

- **Family and Community Engagement** – To enhance provision following Covid.
- **Laudato Si** – PEF has funded our participation in the Laudato Si programme. This strengthens the vision, values and aims of the school through the Pope’s message to young people to care for their world in service to others linking to RE and citizenship.
- **Patricia McLaughlin (Family Learning Assistant)** – Appointed to role on 7<sup>th</sup> November 2022. Time divided between supporting in Nurture and making family/community connections. Family Learning newsletter to begin in New Year to promote community values and connections and facilitate between agencies, school, etc. Families Connect training forthcoming.
- **Cost of the School Day** – Difficult time for many families with cost of living crisis. PTA and PC to work together to be mindful how regularly we ask for monies for fundraising.

PC provided with toolkit and feedback to be discussed at next meeting (ACTION).

- **Uniform Recycling** – Uniform free to access from school. Updates to be shared on Parent Facebook Page to alert parents (ACTION).
- **Netball Grant** - £400 secured thanks to K Gavigan.

## 6. AOB

- Potential use of Instagram. Already used by St Ninian’s to convey information. A page specific to Family Learning to distribute information and updates could be a possibility.
- PVG checks for PTA to be carried out by EDC. Funding for this to be confirmed (ACTION).
- Clerk not voted in at AGM. Lisa Earl re-confirmed as PC Clerk, nominated by V Keillor and seconded by N Rabey.

## 7. DATE OF NEXT MEETING

Monday 23<sup>rd</sup> January 2023