



ST.MACHAN'S
PRIMARY SCHOOL
EAST DUNBARTONSHIRE

St Machan's Parent Council Minutes

Date: Wednesday 28th January 2026

Place: St Machan's Primary School

SMT Attendees: Angela Murray, Deborah Hart, Rebecca Momoh, Louise A'Hara, Karen Oppo, Eilidh Bradley

Attendees: Jenny O'Grady (Chair), Cheryl Lang (Vice Chair) Paula Miller (Clerk), Anne O'Grady, Denise Lenaghan, Erran Miller, Lynsey McKenna, Caroline Allan, Pamela Hughes, Karen McQuarrie, Maureen McKenna, Lauren Abercrombie, Kirsty Gallacher

Apologies: Canon Bath, Gary McGhee

AGENDA

1. Welcome, Prayer and Apologies
2. School Update – Angela Murray
3. EDC Action Plan – Louise A'Hara
4. AOB
5. Closing Prayer – Anne O'Grady
8. Date of Next Meeting

MINUTES

1. WELCOME, PRAYER AND APOLOGIES

JO'G welcomed everyone and welcomed Maureen McKenna, Maureen is part of Parish Council and is a retired Director of Education who has previously worked with HMIE. This meeting is all about the action plan going forward. Louise will discuss the plan and then leave, and Maureen will then discuss actions.

Canon Bath send his apologies - Anne led us in a welcome prayer.

2. SCHOOL UPDATE - ANGELA MURRAY

Staffing Update

There have been a small number of staffing changes since our December meeting.

- We are delighted to welcome back Mrs Eusebi, who has resumed her post in Primary 4. She is currently team-teaching with Miss Kennedy, ensuring continuity and strong support for the class.
- Ms Oliver took over P6O at the beginning of January. She has made an excellent start; the children have responded very positively to her, and the class is very settled.
- Ms O'Donnell joined us on Monday and will be taking on the role of Support for Learning for the remainder of this session.
- Ms Hemming remains absent from school.
- Within our support staff team, Mrs Daly has now returned, while Mrs MacQueen remains absent.
- We are currently supported on Fridays by a supply SLA, Mrs Sewell who will continue in this role until Mrs MacQueen returns.

Wellbeing

The return to school after the Christmas break has been positive, with almost all children settling quickly back into routines.

We continue to reinforce high expectations and consistency around behaviour, both in classrooms and across the school. As research consistently shows, positive behaviour and effective learning go hand in hand. Our ongoing focus on creating a safe, nurturing, and respectful environment supports improved outcomes for all learners.

Values

Our school values continue to be promoted throughout daily learning and at assemblies.

Achievement assemblies have been re-established. Each week, a specific value is highlighted, and Recognition Certificates are awarded to pupils who demonstrate these values in their actions.

Meta Skills

We are continuing to promote the development of meta skills across the school. Certificates are also awarded to children who display these skills across the school. Nominations for certificates come from both teaching and support staff.

Relentless Routines

We remain committed to embedding Relentless Routines across the school. Each week, a routine is highlighted at assembly and reinforced in class. Since returning in January, we have placed particular emphasis on:

- Greeting others politely
- Lining up
- Moving around the school safely and quietly

We appreciate parental support in reinforcing these expectations at home. Children are reminded that hitting, unkind words, or unkind actions are unacceptable, and that they should always seek help from an adult if difficulties arise.

This week, staff have been working together to strengthen restorative approaches across the school. We have created visual supports for both staff and pupils, and these will be shared with parents shortly.

Clubs

Pupil-led lunchtime clubs have now been re-established. This term, volunteers from Primary 5 and 7 are leading clubs such as:

- Chess
- Dance
- Games
- Drawing
- Singing

These clubs are popular and provide valuable leadership opportunities for pupils. We also have the Whole Family Wellbeing Fund (WFWF) supporting a games club on a Wednesday.

Football Update

We are trialling the re-introduction of football for pupils in P5–P7. As part of this, classes will be timetabled to use the pitch once a week.

We have met with pupils from P5–P7, who worked thoughtfully together to create a Football Charter. This charter sets out clear expectations to ensure football is played in a safe, responsible and respectful way. The expectations and agreed consequences

have been decided by the children themselves, helping to promote shared ownership and responsibility.

We will be sharing the Football Charter with parents and would appreciate your support in discussing it with your child. The charter will be implemented consistently and reviewed regularly to ensure it continues to support positive play for all. Thank you for your ongoing support.

Partnership Working

Liturgical Events

I recently met with Canon Bath to plan liturgical events for the remainder of the school year. Many dates have already been shared with families, and any further updates will follow. Canon Bath will visit the school this Friday to celebrate First Friday Mass, taking place a week earlier than usual due to his upcoming holiday.

Bikeability

P6 and P7 pupils are currently taking part in Bikeability sessions, with good levels of engagement and enthusiasm.

CelticFC Foundation

The Celtic Foundation has begun delivering its Joy of Movement programme with our P5–7 pupils. This initiative blends active sessions with classroom learning to promote healthy lifestyles and enhance our Health and Wellbeing curriculum. *P6

Active Schools

Active Schools are running an after-school Netball Club for P6 and P7, which continues to be well attended.

HENRY Programme

The HENRY Programme began this week, with a number of families signing up. This initiative will provide support around healthy routines, nutrition, and family wellbeing.

Family Learning Assistant

Mrs McLelland, our Family Learning Assistant, has organised a range of valuable opportunities for families, including a homework club and family learning sessions. She has also coordinated visits to local care homes and the library, giving pupils meaningful experiences within the community.

Action Plan

The Senior Leadership Team at St Machan's has been working extremely hard, in partnership with the central team, to develop the action plan following our recent inspection. As part of this process, we consulted closely with staff, and Mrs Momoh established a Community Steering Group to gather the views and perspectives of parents.

Deborah Hart - Depute Head Teacher

Football has been reinstated – P5-P7 have created a football charter in the children's own words, we will be using the high park pitch for football. First session went really well, the 2nd session was held in the hall due to the weather. Clear expectations/consequences have been agreed.

Children lead clubs at lunchtimes now and there is a different club each day.

Bikeability P6 & P7 has started, the children are enthusiastic. This is held in school grounds and the surrounding local area
P5 bikeability will start in the next few weeks

Lots going on, Celtic foundation has been coming into school to carry out joy of movement sessions for P5-P7. This focuses on healthy lifestyles, balance sessions, fitness, and football and has enhanced our health and wellbeing curriculum which is great to see.

Active schools have organised after school netball P6 & P7, and playground leader's skills will be learned in next few weeks

The Henry programme started this week for families within the school day, this helps with healthy lifestyles, sleep routines and many other topics and involves sessions for both parents and children

Pauline McClelland our Family Learning Assistant has started a homework club, the first session is next week, and she has also organised family learning for individual families. We have a plan for each class to visit the local care home and library over the year in to engage with the local community

Mrs Momoh has set up a community steering group and information regarding this has been sent out via email. This involves the parish, school, community (care home/library) and the purpose is to try and get everyone's voices around school improvement plans and how to drive the school forward. The first meeting was last week to make sure it was held before action plan to allow us to gather views and comments

3. EDC ACTION PLAN - LOUISE A'HARA

Louise is excited to share the work that has been done already. She visited the school on Friday was greeted nicely and politely by P4 children. From this visit Louise acknowledged that we have made a fabulous start to the plan, classes are organised, children are acting differently, and manners are evident with the children saying good morning/afternoon. The children were proud to share the progress that they have made. Appreciate we are not over the hill yet but on a positive journey and need to take every little win we can

Action Plan

1 - Building a better future together

EXCELLENT LEARNING & TEACHING

This will be focused on 5 key areas to ensure every child is safe. Happy and successful in St Machan's

Working to create calm classrooms by reducing noise/distractions to help children focus and listen respectfully to one another

Using relentless routines to help children settle within 5 mins of a day starting or a break ending to ensure children are ready to learn

Children are setting targets and have “learner conversations” with teachers to share what they are good at and what to work on

Karen Oppo has a programme set up; the Quality Improvement Officers will work with teachers in class to look at what makes learning good – yes/no answers/open questions etc. Teachers will be working with EDC development officers in Literacy, Numeracy and Learning and Teaching. This will help to upskill staff and support them to make the improvements required, this will start in March to make sure it is most effective. From now until June P1-P4 focus will be on literacy. P5-P7 will focus on numeracy and then they will swap in next session. Funding for resources will be prioritised. We already have a lot of good resources within the school cupboards that we can use.

2 - Strong relationships and positive behaviour

Mrs Hart is here until at least Easter, and we also have another teacher joining too. Our school should be a place where everyone feels respected and included, we are continuing to work on our Relationship Policy to ensure consistency in the approach to supporting children. We will be upskilling staff on how to deescalate situations

3 - Support for every child

Teachers will be more involved in TAC meetings and Targeted Support Plans to ensure this is tailored to children’s specific needs

Improving spaces with a focus on children being able to feel calm and regulated. A focus on nurturing principles as a whole school. Calm corners in class, making sure the class is a space that suits all children. Use of nurture room/model to have a consistent resource and are targeting the right children. Nurture is about rules/boundaries and routines. Mrs Murray has seen a difference in this since no nurture has been available due to staff absence. Evidence is clearly there but does need worked on and we are working with the education psychologist and specialist staff on this.

4 - Health, Wellbeing and Children’s Rights

We are working towards renewing our bronze reward for rights respecting schools. Each class will have a right of the week. Moving forward we will be creating our silver award action plan, and we are aiming for gold!

We have a 3 year plan to get children outside more, using school grounds, local community and support from Mugdock park ranger. This will improve our outdoor learning and give children a fun and varied place to learn

Balanced p.e. programme for every child using support from partners such as Active Schools and the Celtic Foundation

The children will have leadership opportunities such as lunchtime clubs and playground leaders to support building better relationships

5 Future Opportunities

We want to bring more music, art and creativity into the school day and to focus on STEAM (Science, Technology, Expressive Arts and Mathematics)

The children will be learning musical instruments such as samba, ukelele, boom wackers, junk bands and drums. We will enhance links with EDC Music Service and will be working with partners in the arts. Aim to connect Science and Technology with Art and Music and to use art as a way to relax and practice mindfulness

We want to bring joy into learning, where children can reach their potential and develop their skills and talents

Breakfast club and after school care starting soon

Continued commitment to increased staffing

Will be looking at bringing classes back together, but the staffing needs to be there first – there will be lots of changes happening

This action plan outlines how we are working together to make our school the best it can be for your children

We are working together to uphold our shared values of:

- Kindness
- Respect
- Responsibility
- Faithfulness

Written update will be out at the end of March to say what the improvement has been and another one at the end of May

Q&A

How does this translate into a plan for the next 16wks – can share the plan if required
Is Mrs Murray staying until end of the year? – Mrs Murray will be here until Mrs Miller returns

Secondary school links are strong – Karen can get the data if required - ; Louise not worried as the data will follow from the plan

When did standardised teaching happen? – PIRA was done before Mrs Murray arrived, and PUMA (maths) was completed November/December time

P1 cohort will be tracked into P4 and then P7 – Karen advised that this is a question for another meeting

4. AOB

No other issues discussed

5. CLOSING PRAYER - ANNE O'GRADY

6. DATE OF NEXT MEETING

Date still to be agreed