

**King's Park Primary School**  
**Parent Council Meeting - 26 September 2018**

**Minutes**

**Present:** Aoibhe O'Callaghan (chair), Laura Cockram (co-secretary), Jillian Phair, Britt Tye, Louise Duff, Kate Bremner, Jasmine Mailley, Phil Bowen, John Clydesdale, Leanne Banks, Zoe Orr, Laurinda Renton, Sara Scott, Emma Wilson, Vicki Brown, Robbie Pearson, Tamara Kennedy-Milne.

**Apologies:** Karlyn Durrant (co-secretary), Robert Wilson

**Note:** The meeting was rescheduled from 19 September

**Minutes of the last meeting on 13 June 2018 - Outstanding actions**

1. Cost of the School Day. The School has £5735 funding to spend by 31 March 2019. The aim of the funding is to reduce the costs incurred during the school day. Rona Duncan, Communities Officer at Midlothian Council, has run focus group with a group of P4&5 pupils to identify ideas on how the money should be spent. She will run another with P6&7 pupils. Jamie Dougal is the School representative for this project.
2. Pigeon and website training for staff.
3. Positive relationships and behaviours policy.

**Actions**

- LR to ensure School shares information with parents about the Cost of the School Day project and seek their ideas on how the money could be spent. [DONE at Community Event 4 Oct; PLANNED for Parent Consultations 10 Oct.]
- PB to set up a date for training for staff on use of School website and Pigeon.

The minutes were approved.

**Headteacher's report**

**School Improvement Plan 2018/19**

The Standards and Quality Report and the School Improvement Plan is available on the website at: <http://kingspark.mgfl.net/wp-content/uploads/SQIP-Parent-Version-2018-19.pdf>

LR outlined the School Improvement Plan. There are 4 priorities for 2018/19.

1. Raising attainment and achievement in literacy, numeracy and health and wellbeing with a particular focus upon literacy and health and wellbeing.
2. Improving inclusion, wellbeing and equality.

3. Improving outcomes for learners through developing and maintaining strong partnership approaches and establishing a sense of community.
4. Improving learning, teaching and assessment.

**Raising attainment and achievement in literacy, numeracy and health and wellbeing** is a national priority. King's Park will focus on literacy and health & wellbeing in 18/19.

In particular, early years and the P1 and P2 phonics programme will be a focus. The School will keep parents informed about developments.

Standardised assessments for P2-7 have just been completed. The aim is to establish a baseline and help to plan appropriate interventions for pupils who need extra help.

The School have just received a Gold Sports Award from Sport Scotland.

**Improving inclusion, wellbeing and equality** is a School priority. The School are developing their approach to nurture and will create a nurture room. This is a space which will be available for all children. Any child might need extra support during their time at School, for example due to family circumstances or a bereavement.

The School is working with a group of parents on this project, and funds will be donated by the PTA. If you would like to be involved, please email [kpps.ptc@gmail.com](mailto:kpps.ptc@gmail.com).

More broadly, the School will work in partnership with parents to establish inclusion, wellbeing and equality priorities.

**Improving outcomes for learners through developing and maintaining strong partnership approaches and establishing a sense of community** is a School priority. Pupils are currently undertaking a whole school project focusing on Community. Some classes have visited Dalkeith Museum. Further links will be built with the museum. The School is holding a Community Event (Open Day) on 4 October to which all parents and carers are invited.

This initiative is a direct result of parents' and carers' feedback that there have not been 'enough opportunities to go into the school' and that there has been 'little sense of partnership with parents'.

**Improving learning, teaching and assessment** is a School priority. The aim is to improve not just what is being taught but *how* it is being taught. See also Pupil Reporting, below.

## **Discussion**

EW asked if the School is building links with One Dalkeith. LR confirmed we are. For example, we are borrowing their littering picking equipment for the 'Big KP litter pick' on 6 Oct.

LR stated that more opportunities for parents and carers to get involved in the life of the School through events and volunteering opportunities will be introduced over the course of this year. For example, a Paired Reading scheme will be introduced and parents and carers will be able to volunteer.

LR reminded everyone that the budget from the Council is extremely tight this year. Schools are being asked to spend on essential costs only.

### **Actions**

- LR and A O’C to set up a working group on inclusion, wellbeing and equality. Parents will be invited to join.
- LR to seek parents’ input on information to be displayed in the School reception (for example, progress against priorities) and on developing some of the underused spaces in the School.
- LR to invite parents to volunteer for a new Paired Reading initiative.
- LR and LC to ensure opportunities to get involved with the School this term are shared on Facebook (PC & PTA) and Website, Pigeon and Newsletter (School). These include autumn tidy, Paired Reading, ‘Big KP Litter Pick’ and Community Event.

### **Music provision at King’s Park**

A O’C explained that a number of parents have expressed concern to the Parent Council about the loss of specialist music provision. This is following Mrs Kerr’s (music specialist) retirement. Mrs Kerr ran choirs and a recorder group. A second specialist, Miss McEnroy is no longer at the School.

The perception of parents is that the reputation for musical excellence that King’s Park has built up over time, will be diminished without a music specialist. Parents do not understand how the decision not to replace Mrs Kerr has been taken, nor why pupils and parents hadn’t been told whether they would continue to learn recorder.

LR began by outlining the situation.

Specialists are provided by the Council to cover teachers’ non class contact time. This year the School has been provided with a PE Specialist.

Mrs Kerr was over and above the Specialists provided by the Council and has not been replaced.

Music is part of the Curriculum for Excellence (CfE) and provision is via Class Teachers.

Instrumental tuition is not part of the CfE. However, instrumental tuition is provided from P6 as part of Strings Allowed (provided by Midlothian Instrumental Music Service – MIMS).

LR stated that the recorder group will not continue. This year, 2 teachers have volunteered to run a School choir.

### **Actions:**

- LR to ensure School communicates directly with pupils who were in the recorder group and their parents.
- LR to ensure School communicates what the School does to in terms of music provision.
- LR and A O’C to explore a working group to help the School communicate, for example, music provision at King’s Park (as part of the CfE and beyond).

## **Pupil reporting**

Pupil reporting will change this year, partly as a result of parents' responses to the Parental Engagement Survey run by the Parent Council in 17/18.

Pupil reporting is understood in two senses. First, reporting in the sense of what activities the children are doing and second, in the sense of "my child's progress."

There will be 3 parental consultations per year rather than two.

The School will trial the See Saw app with a group of parents.

### **Action**

- LR and A O'C to set up a School working group on pupil reporting. Parents will be invited to join. The data from the Parental Engagement Survey will be used to inform the work of the group.

## **School maintenance update**

The School was one of the Midlothian schools to be painted and is looking better as a result.

There have been ongoing issues in the toilets. LR meets with the Janitor weekly. Toilets are cleaned regularly and cleaners ensure adequate supplies of paper and soap.

Poor pupil behaviour in toilets is not acceptable and will be tackled. This includes keeping facilities clean and tidy as well as behaviour towards other pupils.

### **Action:**

- LR to ensure communication to parents asking for support on ensuring good behaviour in the toilets.

## **Parent Council Plan 18/19**

During the meeting a number of potential sub-groups and opportunities to participate in School-led Working Groups as identified. These are:

- Cost of the school day (short term help, then longer)
- Working group on inclusion, wellbeing and equality (nurture)
- School communication
- Pupil reporting
- School spaces – improving reception area and other spaces

It was noted that when parents and carers are invited to participate, it should be stressed that all groups are open to everyone and that the only skill set you need is to be a parent.

### Action

- A'OC to convene a smaller group to decide which sub-groups the Parent Council will run in 18/19.
- KB to lead on a 2 page summary of School Improvement Plan priorities, related Parent Council sub-groups and related PTA fundraising activities.

### AOB

JP asked LR about the **decision to close the School on 19 September due to the Amber weather warning**. LR explained that this was a decision taken by Midlothian Council. The School communicated with all parents by text, phone call and/or Pigeon. In situations such as this, School staff will always stay with pupils until the last pupil is collected. All children, even those who normally make their own way home, have to be collected under these circumstances.

There were challenges in the Senior Building as parents arrived and were unclear on whether to remain in the gym for their children to be brought to them, or to go to classrooms.

Parent Council members are able to help in situations like this by explaining the situation to other parents and helping teachers manage the large numbers of people in the building.

RW asked, by email, about the **School Uniform policy**. The current information can be found here <http://kingspark.mgfl.net/school-uniform/>

### Actions:

- LR to ensure School add information about emergency procedures to the School website.
- A O'C - Parent Council to investigate possibility of organising a round robin phone call list in each class.