

# Saint Ninian's Primary School and Nursery Class

**Acting Head Teacher: Mrs Ann Smith**

Acting Depute Head Teacher: Mrs Claire Roy



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***"Together we learn and grow in the image and likeness of Christ."***

## Minutes of Parent Council Meeting

Date Tuesday 14<sup>th</sup> February 2020, 6.30pm

Attendees Mrs A. Smith, Mrs C. Roy, Carol Beattie, Ciera Venables, Marie Shanks, Mandy Taylor, Christine Dickson, Stuart Young-Murray, Annlouise Murray, Lesley-Anne Riad, Chaanah Lynas, Amanda Sives.

Apologies Fiona Millar, Cheryl O'Sullivan, Louise Callaghan, Lawrence Fitzpatrick, Tricia Ledwidge, Anne Marie McEwan, Rachel Bunting, Collette Moran, Tina Melville.

ITEM	DESCRIPTION	ACTION
1	<b>WELCOME</b> SYM (Chair) welcomed everyone to the meeting and CR led the group in a prayer.	-
2	<b>PUPIL LEADERSHIP PRESENTATION</b>	
2.1	P7 pupil Mark made a presentation to the group to explain a WLC Participatory Budgeting initiative that the Pupil Leadership team are involved in. The team have been allocated a budget of £1,800 from PEF Funding and have been tasked with researching projects which could help with school improvements. They carried out surveys, presented their findings to the pupils and organised a whole school vote to determine which project would be successful. With Environmental Sustainability being the successful project, the next step for the team is to research costs for different types of outdoor equipment/resources. Mrs Roy and the team will present their findings at a later date. Mrs. Roy will also send a letter to families with a list of items which could be donated to further improve indoor/outdoor resources. The group were impressed with the presentation and congratulated Mark on his confidence.	CR
2.2	Post meeting - A few members of the group suggested to Mrs. Roy that the Parent Council could fund the purchase of some additional equipment too. Mrs Roy will advise costs.	CR
3	<b>HEAD TEACHERS REPORT</b> The report was issued to PC members for review in advance of the meeting and is attached to the Minutes for reference. AS discussed the following points in greater detail:	
3.1	<b>Property</b> Following an incident in the school the day prior to the meeting, in which part of the new roof covering and insulation over the nursery area lifted from the roof structure due to high winds, Mrs. Smith advised the group that the affected section has been temporarily secured and that the Contractor has ordered materials to repair the damage. Concerns were raised over the durability of the insulation which was saturated with heavy rain and which blew off in part, as well as with the water-tightness of the roof until such times that the damaged area is repaired. CV noted parents' concern that a groupcall message was sent only to nursery families, which Mrs Smith confirmed was a WLC Head of Service decision.	AS -
3.2	<b>Property/Snagging</b> CD requested an update on the grass section which was damaged by the Contractor during the front re-roofing works. Mrs Smith advised that the remedial works are scheduled for Spring and that she awaits an update from WLC and the Contractor regarding a proposal to add drainage to the area before the remedial works take place. Several parents voiced their disappointment with the timescale, given the schools other ongoing efforts to promote and improve outdoor play. Mrs. Smith noted her own disappointment and assured the group that she would continue to seek a timely solution from WLC and the Contractor.	AS

- 3.3 **Property/New Works**  
Mrs. Smith advised that the planned works to upgrade the rear section of the roof is scheduled for the summer holidays following the 2019/20 session. Mrs. Smith noted that the Contractor anticipates a longer programme for this section of the works and have therefore requested an earlier start date so that the project can be completed for the beginning of the 2020/21 session. The Contractor would require an area of the concrete playground at the rear of the school to be used as a site compound for the final few weeks of the current session. The group stressed that this should not be agreed to until such times that the grass area at the front area of the school is fully reinstated for the children. **AS**
- 3.4 **School Nativity/Panto**  
Mrs. Smith explained that 15 children did not attend the evening performance of the Nativity, with only 4 of those children being reported sick during the school day. The amount of unexpected absences put additional pressure on the staff team as well as the children who did attend. Mrs. Smith requested the groups thoughts on changing the Nativity to daytime performances only. The group were keen to maintain an evening performance for the benefit of parents/families who work during the day. It was proposed that letters could be issued to families at the beginning of the Nativity rehearsal period with parents being encouraged to sign-up to all 3 performances, particularly where children are allocated speaking parts. **AS**
- 3.5 **After School Clubs**  
Mrs. Roy advised on an issue where children aren't being collected at the correct time from from after school clubs, meaning that staff are having to wait with children until a parent/carer arrives. In addition some children are not bringing their kit for sport clubs and the office staff have to spend time calling home to arrange for kits to be brought. The group noted that these issues are putting unnecessary pressure on staff resources and suggested that a letter could be issued or information could be sent via the school App/HT update as a reminder to families that pick-up times must be adhered to. **AS**  
Mrs. Roy added that it would be a great help if any parents could run a particular club, such as coding, and advised that she would send out an appeal for volunteers. After school clubs can a difficult timeslot for parents to help with and any volunteers would need to have full WLC disclosure but it was considered to be a worthwhile endeavour. **CR**
- 4 **SCHOOL IMPROVEMENT PLAN – TERM 2 UPDATE**  
The report was issued to PC members for review in advance of the meeting and is attached to the Minutes for reference. The report was also issued to families along with the HT fortnightly update. Mrs. Smith was pleased to note that the format of their Parent Friendly SIPs has been shared by Education Scotland as an example of good practice. -
- 5 **MATTERS ARISING FROM PREVIOUS MINUTES**
- 5.1 **School Uniform Suppliers Borders Embroidery**  
Following discussions at the previous meeting where members had voiced their dissatisfaction with the service provided by current school uniform supplier Borders Embroidery (BE), **AS** and **SYM** reported that they had met with the supplier to discuss the matter. The Parent Council had carried out a survey of parents who use the supplier and used the results as a base for their discussions with BE (copy attached). The survey produced a range of results, with many parents being satisfied with the service and quality of products delivered. Of those parents who reported dissatisfaction however, the problems are generally attributed to high pricing, poor delivery (timescale and/or incomplete orders) and poor communication/customer service. **AS** and **SYM** reported BE's findings with regards the orders placed for the current session (copy attached). BE advised that issues regarding price and delivery of yellow shirts are attributed in part to them being altered from long sleeve to short sleeve in their warehouse and in part to them being sold as single items. BE proposes to sell them only in packs of 2 for future orders, at the cost of £9.50 per pack. BE hope that this will alleviate issues regarding price/delivery of yellow shirts. The group noted that this would make the price of yellow shirts more comparable with supermarket sales of white shirts. Concerns were raised however with the standard of communication and customer service provided by BE and this will be monitored. **AS/SYM**
- 5.2 **School Uniform – Local Suppliers**  
**ALM** noted that she had used a local business to purchase school uniform items, including shirts, knitwear and bags (embroidered where required). It was proposed that **ALM** contact the supplier for a price list and samples for review at the next meeting. **ALM**

## 6 OTHER BUSINESS

### 6.1 School Uniform – Jumpers/Cardigans

Mrs. Smith asked the group for their preference on material for jumpers/cardigans. The group noted their preference for knitwear however some members did highlight their childrens issues with fabric sensitivity. Mrs. Smith noted that jersey material would be acceptable in these circumstances, preferably with family discussion with the school in the first instacne.

AS

### 6.2 School Uniform – Trousers for Senior Girls

CM raised an issue regarding the availability of comfortable grey trousers for girls, which becomes increasingly more difficult as they reach senior level. Her work in the WL school clothes bank further highlights this. This was supported by other members of the group who have experienced the same problem. It was proposed that senior P6 girls could wear either grey or black trousers. Mrs. Smith concluded that P6 girls could wear black trousers in line with the current P7 girls uniform policy. She would look to implement this for the 2020/21 session.

AS

### 6.3 Head Lice

An issue was raised on behalf of a parent who couldn't attend the meeting. The parent would like to petition WLC to provide additional support/resources for the school to deal with the issue of head lice, for example, Nurse inspections, educational talks to parents, information leaflets. Mrs. Smith advised that Nurse inspections were not endorsed by WLC and some of the group voiced their concern that this was an invasion of privacy, could lead to bullying and was in their opinion a parental role. The group were not keen to support a petition to WLC. Mrs Smith suggested however that she would contact the school Nurse with regards an information session for the pupils and would re-issue guidance on dealing with head lice to families. The group offered some suggestions regarding preventative shampoos and free of charge treatments which are available on minor ailments for Mrs Smith to include in her next update.

AS

### 6.4 School Clothes Bank

ALM suggested that a school clothes bank could be set up within the school specifically for St. Ninians families. The proposal was well received by the group. Mrs. Smith noted that the school currently hold a small supply of shirts and other uniform items in the school for use in emergencies. Storage of larger stock may be an issue and consideration would have to be given as to how the stock is collected, sorted and manned for distribution. The group were asked to consider these points so that the proposal could be discussed further at the next meeting.

ALL

### 6.5 School Food Bank

ALM also suggested that a school food bank could be set up within the school, again specifically for St. Ninians families. This proposal was also well received by the group. Mrs. Smith noted that storage of food bank stock would be more feasible for the school. The group were asked to consider the proposal so that it could be discussed further at the next meeting.

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## 7 DATE OF NEXT MEETING

The next meeting is scheduled for Thursday 5<sup>th</sup> March 2020 at 6:30pm

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