

# Saint Ninian's Primary School and Nursery Class



**Head Teacher: Mrs Lisamaria Purdie**

Acting Depute Head Teacher: Mrs Claire Roy  
Acting Principal Teacher: Miss Hannah Leggat



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

## Minutes of Parent Council Meeting

<b>Date</b>	Thursday 7 <sup>th</sup> November 2024 at 6pm
<b>Attendees</b>	Mrs. LM. Purdie, Mrs. C. Roy, Miss. H Leggat, Mrs C. Beattie, Miss K. Fraser, Tina Melville, Councillor Lawrence Fitzpatrick, Mandy Taylor, Danielle Woods, Annlouise Murray, Linda Potter, Laurie McIlwhaine.
<b>Apologies</b>	Christine Dickson, Louise Callaghan, Ciera Venables, Rachel Crilly, Pauline Ogunro, Lesley-Anne Riad, Veronica Nichol, Marie Shanks, Shazia Imran.

ITEM DESCRIPTION	ACTION
<b>1 WELCOME</b> MT welcomed everyone to the meeting. TM led the group in an opening prayer, and with the upcoming Catholic Education Week in mind asked the group to offer their prayers for November's Months Mind and the sick of our Parishes.	-
<b>2 COUNCILLOR UPDATE</b> LF joined the early part of the meeting to share an update on some local Council matters prior to attending a Council meeting. As always, the group appreciated the Councillors attendance and update.	-
<b>3 PARTICIPATORY BUDGETING COMMITTEE PRESENTATION</b> Four P6 and P7s pupils attended the meeting to share a presentation with the group about this years Pupil Participatory Budget. At 3% of the Pupil Equity Fund, the PB Committee have a £1,727 budget to spend. Amelie, Erraid, Sophie and Scott explained how the PB Committee had worked in groups to collate a wide range of initial ideas and then refined these to create proposals for their 4 strongest and most popular ideas: Free Snacks; Free Events; New Playground Equipment; and Art Materials for each class. The group created posters which they displayed around the school and then held consultations with all pupils and staff to put their ideas to the vote. The PC group were invited to cast their votes in a pom-pom ballot on behalf of the wider parent group. The winning proposal will be announced once all votes are counted.	-
<b>4 HEALTH &amp; WELLBEING AMBASSADORS PRESENTATION</b>	
4.1 H&W Ambassador Laurie joined the meeting to tell the group about a new online resource that is now available in West Lothian, called West Space. The resource is aimed toward P6/7 and secondary school children and young people and will provide a source mental health and wellbeing information and support, including a 24 hour helpline. More information can be found at <a href="http://www.westspace.org.uk">www.westspace.org.uk</a> The school will share details with families and upper school children.	LMP
4.2 The H&W Ambassadors from a number of local schools are also planning to meet a number of times over the course of the year to discuss strategies and share health & wellbeing ideas.	-
<b>5 MATTERS ARISING FROM PREVIOUS MEETING</b>	
5.1 Update on previous item 2.1 - Defibrillators - CV had raised the subject of having a unit in the school. The group agreed to revisit the possibility of purchasing a Defibrillator for the school at a future date.	ALL

- 5.2 *Update on previous item 2.2 - Treasurer's Report*  
**MT** advised the following -  
 Current balance is £772.73 (correction on previously reported £722.73)  
 ASDA Rewards Pot is £344.49 (may increase, payment date TBC)  
 Sub-Total £1,117.22  
 STEM Enterprise Initiative funding £250  
 P7 Leavers Events funding £430  
 Remaining balance is £437.22 -
- 5.3 *Update on previous item 6.1 - Fundraising - Parents Night Bake Sales. It was agreed that the group would hold Bake Sales at the Parent's Evenings on 13<sup>th</sup>/14<sup>th</sup> November. Volunteers will be required from the group to run the stall each evening.*  
 Danielle, Mandy, Louise, Ciera, Lesley-Anne and Ann-Louise covering stall, with additional support kindly offered by Tina. School will send out baking donations request to families beforehand. **LMP**
- 5.4 *Update on previous item 6.2 - STEM Enterprise Initiative - confirmation of school staff member supporting project*  
**HL** confirmed they are continuing with the role this year and background plans are underway with **MV**. **HL**
- 5.5 *Update on previous item 6.3 - Credit Union*  
 The Credit Union committee is not continuing this year, however a few of the parent helpers are able to continue collections, perhaps on a monthly basis. Further discussions required to establish dates. **LMP/MT**
- 6 HEAD TEACHERS REPORT**  
 The report was issued to PC members in advance of the meeting and is appended to the Minutes for reference. **LMP** discussed the following points in greater detail: **ALL**
- 6.1 **Finance**  
**LMP** was pleased to tell the group about the stage the school has been donated following the closure of Dechmont Infant School. Also received were some bookcases and some items for the Nursery. The money being saved for the purchase of a stage has been re-allocated to help with the purchase of equipment and resources for the new Sensory Rooms and Zones. -
- 6.2 **Senior Citizen Christmas Lunch**  
**LMP** and **TM** were delighted to advise the group about this years Senior Citizen Christmas lunch. Following the success of last year's lunch for some parishioners from St. Philip's parish, and the joy that this brought into the school, it has been arranged again for this year and will extend to include some local community groups too (whilst the Lanthorn remains closed). Christmas lunch and entertainment will be provided for 60 people. External funding has been secured. -
- 6.3 **TM** thanked the school on behalf of the SVDP for the £114 donation received from P3 children, noting how thoughtful the children were to fundraise to help the wider community. -
- 7 CHRISTMAS FAIR**
- 7.1 **CR** gave the group an overview of the plans for the Christmas Fair (Thursday 28<sup>th</sup> November 5-7pm) and listed the various stalls being run by staff members/children. It was agreed that the Parent Council would run the Raffle and Chocolate Tombola stalls to support the event. The Parent Council Raffle for the Panto Trip will be run at the same time. Volunteers will be required from the group to run the stalls (a rota can be set-up to split times). School will send out donation requests to families. **ALL/LMP**
- 8 ANY OTHER BUSINESS**  
 No items raised.
- 9 DATE OF NEXT MEETING**  
 The next meeting is scheduled for **Tuesday 28<sup>th</sup> January at 6pm**. Details will be issued in advance. **ALL**



**St. Ninian's Primary School  
Parent Council**

**Headteacher's Report  
November 2024**

**Article 29 – goals of education**  
Education must develop every child's personality, talents and abilities to the full. It must encourage the child's respect for human rights, as well as respect for their parents, their own and other cultures, and the environment.

Item	Subject	Points for Discussion
1	<b>School Roll and Staffing</b>	<p>Our school roll is now <b>250</b>. We have continued to welcome new pupils at different stages in school since August. We also have another 2 applications for later this month!</p> <p>Mrs Davenport will be returning from maternity leave at the end of January 2025 and will now work 3 days per week. We have been able to keep Miss Leitch in P3L until March 2025 and Mrs Davenport will carry out team teaching across the school to support learning. All staffing will be reviewed for the start of Term 4 in April.</p> <p>Some of our nursery team have left this term. We will be welcoming 3 new members of staff before Christmas and Mrs Sanderson will return part-time from her maternity leave in January 2025.</p>
2	<b>Finance</b>	<p><b><u>School Fund Update - November 2024 balance: £3363.25</u></b></p> <p>We received brilliant news a few weeks ago that we have been given a stage belonging to a school that has just closed. The stage is in good condition and we have paid to have it transported from Dechmont Infant School to St Ninian's. What a saving we have made!</p> <p>This leaves our school fund in a very healthy position to prioritise outdoor learning and playground improvements. Plans for both are underway with the lead learners and pupil committees.</p> <p><b><u>School Budget</u></b> We remain in a positive position with our devolved school budget too. We have been able to purchase a variety of new learning and teaching resources to support improvements in nursery and school, and to enhance some of the environments. We have also requested new flooring for some classrooms. I have another meeting with the Business Manager on Thursday and will create the next stage of our spending plan after this meeting.</p> <p><b><u>Pupil Equity Fund - £57,575</u></b> As part of our funding this year, Mrs Roy has ordered items to create a sensory room in the infant area. It is a lovely space full of items to support younger children to regulate and develop skills. Our upper school children have access to the Chill Out Zone which offers a similar space for those who require it.</p> <p><b><u>Pupil Participatory Budgeting - £1,727.00</u></b> Our PB Committee will present at the meeting on Thursday and the Parent Council will have the opportunity to vote on the best use of this fund.</p>



## St. Ninian's Primary School Parent Council

3	<b>Property</b>	No new updates at this time.
4	<b>School Improvement Plan 24-25</b>	<p><b>A reminder that our improvement priority for this session is:</b>  <i>To ensure all children further develop their skills and resilience through challenging, exciting and varied experiences across the four contexts of learning.</i></p> <p><b>During the meeting I will play a short video from Term 1 to showcase the progress we made last term with our priority.</b></p> <p><u>In addition to all highlighted in the video we have provided the following experiences for children:</u></p> <ul style="list-style-type: none"> <li>• Mary's Meals Guest Speaker at Chatter Time and fundraising events such as World Porridge Day and P3 Bakesale raising £350.00.</li> <li>• P3 have finished their block of Food Technology and P7/6 and P7 have started their 5-week block this term. We were delighted to receive food donations from parents to support the block and also various items from the ASDA Community Champion.</li> <li>• We have used some of our <i>Food for Thought Grant</i> to buy new equipment for Food Technology lessons and also items to start some simple growing of foods inside a small poly tunnel.</li> <li>• Every class continues to have weekly high-quality outdoor learning experiences. Special thanks to the parent helpers who give their time and effort to this. Without them, we would not be able to continue this offer.</li> <li>• Guest speakers from West Lothian African Women's Network at Chatter Time to celebrate Black History Month.</li> <li>• All P4-7 pupils are now in their Pupil Committee and busy finalising their Action Plans. There are some fantastic plans afoot and we will share these with families after Friday's committee meetings.</li> <li>• P4-5 and P5 have started their 8-week Artistic Rhythms music block with Limelight Music.</li> <li>• P7 transition events are already underway with weekly online sessions led by St Margaret's Academy staff and visits by Maths teachers to work with our P7s.</li> </ul> <p><b>Our 5 main actions for this term are:</b></p> <ul style="list-style-type: none"> <li>• <b>Refreshing our inclusive classrooms and spaces to meet the needs of all learners in our school.</b></li> <li>• <b>Reviewing how well we use SeeSaw to capture profiles of learning and the best way to share individual achievements and progress.</b></li> <li>• <b>We are introducing Building Thinking Classrooms training, an approach to developing a love of numeracy and maths to P2-4 staff in November. We will then introduce it to P5-7 later this session.</b></li> <li>• <b>We have joined a West Lothian group looking at changes to phonics learning in P1. Some of our team will also be looking at new approaches to spelling so that we can continue to raise attainment in literacy.</b></li> <li>• <b>The leadership team will visit every class in November to see some of the exciting experiences being provided. To gather lots of evidence of learning, we will also look at samples of pupil work and ask P4-7 pupils to complete a survey to find out about levels of challenge and enjoyment.</b></li> </ul>



## St. Ninian's Primary School Parent Council

It will be a very busy and engaging final 7 weeks of Term 2. We have themed weeks such as Catholic Education Week, Anti-Bullying Week and Book Week to look forward to. **Plans for this year's Christmas Fair are also underway and Mrs Roy will share more about this at the meeting.** P1 and P2 pupils will begin their Nativity preparations and the choir will be involved in carol signing at different community events in December. We will also be involving children in hosting an Old Folks Christmas Lunch, working in partnership with the local St Vincent De Paul group, to entertain and provide a special lunch for elderly members of our local Parish and community. (P3-7 will do a Christmas Concert every second year and it is my intention to involve them in a Spring concert in 2025.)

Term 2 is busy with Ninian's Natter, Parent Consultations, Book Week events and Christmas events so we will not be holding any other family learning sessions this term. However, a variety of events will be planned to involve families in Term 3 and we will prioritise different days and times to ensure everyone has an opportunity to get involved.

During November we focus on the school value of happiness and I thought I would finish with this:



5 **Matters arising from previous meeting**

**Credit Union**

We appreciate that the volunteers are keen to continue to hold Credit Union and monthly seems a good idea too. Please just let me know proposed dates and we can advertise for families.