

## MINUTES

### CULTS PRIMARY SCHOOL PARENT COUNCIL

Monday 20<sup>th</sup> May 2024

6:30pm – 7:30pm

Held at Cults Primary School – in person and via Teams.

#### Attendees:

Chair: Shona Close

Minute-Taker: Shona Harvey

Secretary: Marta Mackenzie

Parent: Sarah Greene

**Cults Primary Staff Members:** Stephanie Sharp, Gayle Allan, Lorna Dalziel

[pccultsprimary@aberdeen.npfs.org.uk](mailto:pccultsprimary@aberdeen.npfs.org.uk)

#### Other online attendees

1. Anne Skene
2. Bryan Russell
3. Jocsiris Nava
4. Olga Skripnichenko
5. Patience Asekomeh
6. Shobna
7. Stefanni Fitzpatrick
8. Christie Wilson

Agenda Item	Updates and discussions	Action(s) and Responsible Person(s)
Welcome	Chair Shona Close welcomed all attendees to the meeting and set out the agenda.	N/A
Head Teacher Update	<p><u>HMIe Inspection Report</u></p> <ul style="list-style-type: none"><li>▪ Report received – very proud that our staff and children have been recognised.</li><li>▪ What happens now? Our report agreed we were ‘good’.</li><li>▪ School improvement plan will include recommendations.</li><li>▪ No further inspections for 7-8 years.</li><li>▪ Future inspections will not refer to previous inspections - each inspection is a snapshot in time.</li><li>▪ We create our own action plan based on the suggestions made.</li><li>▪ We can look at what is best practice and what suits our school.</li><li>▪ Safeguarding and child protection is an area with great scrutiny including record keeping, policies and procedures pastoral notes, playground ... resulted in no next steps.</li><li>▪ We also had a health and nutrition report. A next step suggested is to include looking at food waste. Something we can take forward.</li><li>▪ Our school improvement plan will look at all of these areas and we continue the journey from this point on, taking in recommendations.</li></ul>	Mrs Dalziel



School Improvement Priorities 2023-24

Improve attainment in literacy and numeracy

- Rigorous data analysis to identify and address strengths/next steps in literacy and numeracy
- Explore benchmarking and assessment in numeracy to support teacher judgements

NIF Priority 1—Improvement in attainment, particularly in literacy and numeracy

Increase family learning and engagement opportunities

- Online/in-person curricular events eg RSHP
- Increase parental and community engagement within ELC

NIF Priority 2—Closing the attainment gap between the most and least disadvantaged children

Support the health and wellbeing of all

- Develop a collated HWB framework to include contributions from all stakeholders
- Utilise Place2Be service to promote positive wellbeing for all in the school community

NIF Priority 3—Improvement in children and young people's health and wellbeing

Develop a Digital Curriculum

- Enrich and support learning through the effective use of digital technology in P1-7
- Create and share a Google Workspace guide

NIF Priority 4—Improvement in employability skills and sustained, positive school-leaver destinations

School Improvement Plan

- We will focus on punctuation.
- Numeracy – what are we assessing when .... Assessing what happens at the end of each primary year. Looking at a consistent approach at assessing numeracy to ensure all fit for purpose.
- We’ve developed a health and well being framework, looking at interventions and agencies – what is out there ... what’s available at Cults Primary.
- We’ve worked all year with a mental health practitioner, meeting this week with Milltimber and Culter Primary Schools to evaluate how we move on next year and determine next steps.
- We have increasing family learning and engagement opportunities.... Connected and Compassionate Community Workshop had to be cancelled due to only four people showing interest in attending.
- Digital Curriculum noted as a strength in our HMI report.
- Something similar will be created in 2024-2025. Whatever we say we are going to do has to fit with the National Improvement Framework.
- Action Improvement Plan (SQIP).

Attainment



READING





R	2019-20 %					2020-21 %					2021-22 %					2022-23 %					2023-24 %				
	00	E	1	2	3	00	E	1	2	3	00	E	1	2	3	00/98	E	1	2	3	00/98	E	1	2	3
	P1	7	95				9	91				9	91				9/1	90				10	90		
P4	1	12	95			7	95				7	95				15	85				6	95			
P7	1	1	3	95		2	5	95			4	3	95			1	4	95			9	91			

- We track our attainment, different cohorts of children every time.
- If there is a dip in our attainment, we look at data to establish what’s different; likewise, if there are improvements, we reflect on what has worked.
- We seek to maintain or raise attainment levels.
- Aberdeen City Council collates attainment data which is fed to Scottish Government.

Staffing Numbers

- We will be 22 classes again next session.

	<ul style="list-style-type: none"> <li>▪ We have 76 new Primary 1s, maximum class size for P1 is 25.</li> <li>▪ We do keep reserved spaces for P1 only for families that move in.</li> <li>▪ We are full for P2 and P3 and have over 100 pupils in P4, 5, 6 and 7.</li> <li>▪ We can't go bigger than 22 classes.</li> <li>▪ 724 pupils including nursery.</li> <li>▪ Number of children is based on the capacity of the school. Maximum class size is 25 in P1, 30 in P2 and P3. 33 in other years.</li> <li>▪ There will be composite classes.</li> <li>▪ Already know of 31 children moving into zone in August.</li> <li>▪ We have two Meet The Teacher session planned for June.</li> </ul>	
<b>Anti Bullying Policy</b>	<ul style="list-style-type: none"> <li>▪ Looking for feedback on annual update of anti-bullying policy.</li> <li>▪ Learners have already reviewed their part and provided feedback.</li> <li>▪ Looking for some input from parents.</li> <li>▪ Previously we worked with a focus group to update the policy. Aberdeen City Council has provided guidelines – see sections in red which are new to the policy.</li> <li>▪ Welcome any comments questions or feedback.</li> <li>▪ Zero tolerance to any form of bullying.</li> <li>▪ The well being of our children is the responsibility of everyone in the school community.</li> </ul> <div style="text-align: center;">   <p><b>CULTS PRIMARY SCHOOL ANTI-BULLYING POLICY</b></p> <p><b>Bullying is considered to be a breach of the UN Convention on the Rights of the Child. Aberdeen City Council shares the view that: 'Bullying of any kind is unacceptable and must be addressed quickly. Bullying should never be seen as a typical part of growing up.' Respect for All: The National Approach to Anti-Bullying for Scotland's Children and Young People (2017).</b></p> <p>'Bullying is both behaviour and impact; the impact is on a person's capacity to feel in control of themselves. This is what we term as their sense of 'agency'. Bullying takes place in the context of relationships; it is behaviour that can make people feel hurt, threatened, frightened and left out. This behaviour happens face to face and online.' Respect for All: The National Approach to Anti-Bullying for Scotland's Children and Young People 2017.</p> <p>A further exemplification of bullying from the same document states that bullying behaviour: 'can harm people physically or emotionally and, although the actual behaviour may not be repeated, the threat may be sustained over time, typically by actions, looks, messages, confrontations, physical interventions, or the fear of these.' Respect for All: The National Approach to Anti-Bullying for Scotland's Children and Young People 2017</p> <p><b>Anti-bullying should be incorporated within the strategic remit of one member of each establishment's leadership team. However, in accordance with GIRFEC the wellbeing of pupils is the responsibility of all. Aberdeen City Council Anti-bullying Policy 2023</b></p> <p>'Bullying is the repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. It can happen face to face or online.' (Anti-bullying Alliance)</p> <p>Bullying can harm people physically or emotionally and, although the actual behaviour may not be repeated, the threat may be sustained over time, typically by actions, looks, messages, confrontations, physical interventions or the fear of these. Respect for All</p> </div>	Steph Sharp

	<p><b>SLT will:</b></p> <ul style="list-style-type: none"> <li>• Try to establish what has been happening.</li> <li>• Make it clear to the child displaying bullying behaviour why their behaviour is unacceptable and that it must not be repeated.</li> <li>• Inform the parents/carers of both the child receiving and the child displaying bullying behaviour and agree an appropriate action.</li> <li>• Reassure the child receiving that they will receive support should there be a recurrence.</li> <li>• Record the date and nature of the incident and the action taken.</li> <li>• Organise intervention as appropriate e.g. to foster positive relationships, to build self-esteem and teach coping strategies, involving outside agencies e.g. educational psychologist if necessary.</li> </ul> <p><b>Parents will...</b></p> <ul style="list-style-type: none"> <li>• Be aware of anti-bullying policies and practice in any school/ clubs/ groups attended by their child or young person</li> <li>• Work collaboratively to help ensure bullying cannot thrive</li> <li>• Share concerns about their child as early as possible with appropriate teacher/ practitioner/ coach</li> <li>• Engage through school Parent Forum/Parent Council or other appropriate forums to contribute to and learn about anti-bullying practice</li> <li>• Treat people with respect</li> <li>• Promote positive respectful relationships</li> <li>• Listen and take children and young people seriously</li> <li>• Watch out for early signs of distress in pupils: <ul style="list-style-type: none"> <li>• Not wanting to go to school.</li> <li>• Frightened about walking to/from school.</li> <li>• Losing pocket money or belongings.</li> <li>• Refusing to tell you what is wrong.</li> <li>• Changes in behaviour, e.g. becoming withdrawn or aggressive.</li> </ul> </li> </ul> <div style="display: flex; justify-content: space-around; align-items: center;">     </div> <p>August 2024 <span style="float: right;">To be reviewed August 2025</span></p>	
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<p><b>Safeguarding and child protection statement</b></p>	<p><u>Safeguarding and child protection statement</u></p> <ul style="list-style-type: none"> <li>▪ To be shared with Parent Council</li> <li>▪ Nobody has come back with any amendments so far.</li> <li>▪ The statement is comprehensive and will be implemented into all Parent Council constitutions in Aberdeen and the Shire</li> </ul> <p><b><u>XXXXXXX Parent Council Child Protection Statement</u></b></p> <p>As a Parent Council, we agree to uphold the following ACC Child Protection Guidance as part of our responsibility to safeguard all children and young people. We will not knowingly allow anyone who is barred from working with children, or is under consideration, to volunteer or work in a paid/unpaid post with our organisation. We will follow the school child protection policy.</p> <p>If any PC member has any concerns about what they see or hear about any child they will contact the Child Protection Co-ordinator (CPC) or headteacher at the school immediately.</p> <p>If a child makes a disclosure :</p> <p>1) Look and listen to the child or young person</p> <p>Do not interrogate the child/young person or enter into detailed investigations. Be particularly mindful of not asking leading questions. You should respond to the child or young person without showing signs of anxiety, alarm or shock. Do not promise confidentiality, this is misleading, instead be open and transparent about the need to share information. Do not ask the child or young person leading questions which could compromise any potential investigation.</p> <p>2) Record it</p> <p>Make a note of concerns by recording:</p> <ul style="list-style-type: none"> <li>• what you have seen</li> </ul> <p>what the child/young person has disclosed (in the child/young person's words if possible)</p> <p>what concerns this has raised.</p> <p>Record the context, time, date and actions taken. Use non emotive, clear, plain English which is understandable to all.</p> <p>3) Parents/carers and volunteers must not:</p> <p>carry out any sort of investigation into the allegations</p> <p>make promises to the child/young person about what may or may not happen- share the information with others carelessly / needlessly</p> <p>4) Report it</p> <p>If you have a concern about a child or young person, speak to a Child Protection Coordinator/Officer/Deputised Senior Manager immediately. You should never assume that someone else has</p>	<p>Shona Close</p>
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<p><b>School Travel Plan</b></p>	<p><u>School Travel Plan</u></p> <ul style="list-style-type: none"> <li>▪ Thanks to everyone who entered; it was difficult to pick one winner, so we've chosen multiple.</li> <li>▪ Some will be good to use as pop-up posters.</li> <li>▪ We haven't shared the winners yet - Shona and Marta will get in touch with the winners in a week or two.</li> <li>▪ We also have a couple of runners up.</li> <li>▪ Hoping to display banners.</li> <li>▪ Winners could be presented prizes at class assembly or via a whole school assembly via Teams meeting.</li> <li>▪ Follow up in newsletter; perhaps feature entries in newsletter.</li> </ul>	<p>Marta Mackenzie</p>
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	<ul style="list-style-type: none"> <li>Thanks to Shona Close for her work in Shared goal of making travel to sustainable and safe.</li> </ul>	
<b>Free Sanitary Products</b>	<p><u>Free Sanitary Products</u></p> <p>Highlighting that we order to ensure free sanitary products are available throughout school for teachers, parents, visitors and children should they need them.</p>	Steph Sharp
<b>Agenda Questions submitted</b>	<p><u>Q: Red Unit Playground – State of the playground</u></p> <ul style="list-style-type: none"> <li>Discussions have been ongoing for years. We are aware of regular flooding.</li> <li>We have looked at drains and pipes and various drainage solutions.</li> <li>There aren't really any affordable solutions that we haven't tried already.</li> <li>Short of astro turfing, there hasn't been a long-lasting solution.</li> <li>All suggestions and donations welcome</li> </ul> <p><u>Q: Dangerous driving at drop off</u></p> <ul style="list-style-type: none"> <li>Making perimeters and community safer for everyone</li> <li>There is a high risk that someone will be badly injured due to lack of care and respect.</li> <li>We've had parents verbally abuse teachers and parents verbally abusing other parents.</li> <li>Shocking and disappointing behaviours.</li> <li>This is something we are trying to address through out Active Travel Plan – for the safety of our children first and foremost.</li> <li>Please be more respectful of the rules – don't double park, don't park on zig zag lines, staff car park is not a drop off place and is not a drive through.</li> <li>If you don't know the rules – ask for them.</li> <li>Parents are encouraged to drop children off earlier to avoid the bottlenecks.</li> <li>We've discussed with the Police a Police presence, as well as City Wardens.</li> <li>The perimeter road belongs to Aberdeen City Council not the council. Parents are encouraged to report dangerous driving offences to the Police.</li> <li>If you see someone doing something they should not be doing, please approach in a respectful and non-aggressive manner and we encourage parents to take any feedback in good faith.</li> </ul> <p><u>Q: Tempest School Photography</u></p> <ul style="list-style-type: none"> <li>There are plenty of providers out there.</li> <li>We've had feedback that Horizons Photography wasn't of the usual standard.</li> <li>We don't always use local companies; we tend to look at best value and quality, and if that is a local service provider, even better.</li> <li>We are not tied in with any contract.</li> </ul>	Shona Close & Lorna Dalziel
<b>AOB</b>	School meals.	Shona Close