

MINUTES



Date: Monday 22nd September 2025
Location: Lenzie Meadow Primary School
Time: 6:15pm – 7:45pm
Subject: Parent Council Meeting

In attendance:

Staff: Rona Wallace HT Elaine Gardiner DHT Lorraine Donnelly DHT

Parents: Lyndsey Saunders (Chair) Nicola Scott (Vice Chair – incoming)
Shirley-Anne Brightman (Clerk – stepping down)
Joanna Donnelly (Clerk – incoming)

Karen Jarvie	Catherine Paterson	
Emma Donaldson	Meera Lafferty	Diana Dundas
Louise Gallacher	Sinead Crawford	Ebelechukuv Peace Ibev
Catherine Paterson	Elaine Bisset	Anuoluwapo Esther Lajide

Apologies: Jill Penman Heather Dickson

1. Chair's Agenda

- **AGM Annual Opening Statements:**

The Chair gave an overview of the purpose of the Parent Council to support the work of the school and to be consulted on matters of curriculum and school policy. We report to the wider parent body and bring issues of whole school significance to the Council meetings. **All parents and carers are welcome to attend Parent Council meetings even if they are not formally representing a year group.**

Queries relating to individual children should be raised directly with the school's Senior Leadership Team (SLT). She gave examples of initiatives discussed at the Parent Council in the last session 2024-25 including:

- Cost of the school day (COTSD) activities such as preloved uniform, bags and lunchboxes, Christmas jumper swaps)
- Coordinating a homework survey subgroup
- Adding the option of a navy polo shirt to the school uniform for PE
- Creating an FAQs document for parents

The PTA is a separate parent group who lead on fundraising activities but the two groups support each others' work.

The proposed initiatives for the session 2025-26 are as follows:

- Support the set up of a Community Cupboard in the school where families in need can find essential food items, uniform and school equipment essentials
- Mirroring the Christmas jumper swap with a Hallowe'en rail
- Working with the school to finalise and circulate the Anti-Bullying Policy
- Work on the school's Mobile Phone Policy
- Work to obtain Disclosure Scotland PVG registrations for a bank of volunteers

- **New office bearers and year group reps:**

lenziemeadowprimarypc@gmail.com

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The Chair would like to take the opportunity to thank those stepping down from positions for the time and support they have given to the Parent Council. It is very much appreciated.

The Parent Council's office bearers and year group reps for this session are listed in the table below. These will be made available on the school website. Email addresses and telephone numbers of the reps will sit with the school office so they can be contacted if parents do not know the rep personally.

Position	Name
Chair	Lyndsey Saunders
Vice Chair	Nicola Scott
Clerk	Joanna Donnelly
P1 Representative	Louise Gallacher/Sinead Crawford
P2 Representative	Meera Lafferty/Ebelechukuv Peace Ibev / Anuoluwapo Esther Lajide
P3 Representative	Catherine Paterson/Heather Dickson
P4 Representative	Elaine Bisset/Karen Jarvie
P5 Representative	Diana Dundas
P6 Representative	Nicola Scott/Joanna Donnelly
P7 Representative	Emma Donaldson/Jill Penman

2. Headteacher's Update

- **Staffing:** The school is starting the session with 567 pupils on roll. 19 pupils joined the school over the summer holidays. The staff have been joined by two Probationer (newly qualified) teachers, 3 members of staff (2.5 full time equivalent) from the Permanent Supply Pool (these are teachers recruited centrally by East Dunbartonshire Council (EDC) who are then allocated to vacancies in EDC schools; and 3 (2.5 full time equivalent) Support for Learning Workers (SfLW) leaving no vacancies at present.

- **Start of term:** 73 P1s have settled well. Buddies have been doing their job looking after them in the lunch hall and playground. P1s wearing hi-vis as former playground 'zones' have been removed so all year groups play in all areas (exception being the MUGA which has a timetable still).

Termly Learning communication has gone out to all parents and Meet the Teacher event took place on a very raining evening. This was less well attended than usual perhaps due to the weather.

- **Standards and Quality Report/School Improvement Plan:** These core strategic planning documents will be available shortly on the school website. Main initiatives can be found in the Minutes from June 2025 Parent Council meeting.
- **School website:** School leadership and office staff are working to develop the school website so it becomes the main port of call for information for parents. The calendar page on the website is up to date with all items currently in the school diary on there. Please direct parents to the website whenever possible.

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- **Communications:** After a parent survey, a communication framework has been agreed so that parents can expect to hear from the school in the following ways:
 - **Microsoft Teams** – week to week communication from teachers on specific class items e.g. homework, PE days etc
 - **Talking news** – video update from the Headteacher
 - **Newsletter** – termly written update from the school
- **Curriculum:** All schools in Scotland are bound to follow the national curriculum guidance 'Curriculum for Excellence' and details of this can be found here: <https://education.gov.scot/parentzone/curriculum-in-scotland/curriculum-areas/> Lenzie Meadow also embeds workplace metaskills into lessons with reference to Skills Development Scotland's framework. This is part of Developing the Young Workforce with an eye on the jobs of the future championing skills over knowledge-content.

There is a Curriculum Improvement Cycle underway and as changes to our national programme are made, these will be implemented in Lenzie Meadow Primary School. If you are interested in following these developments, Education Scotland has a blog which you can subscribe to for updates: <https://blogs.glowscotland.org.uk/glowblogs/cices/>



- **Changes to school environment:**

Over the summer, two new areas have been resourced for classes to use and benefit from:

- A new ICT room where laptops are permanently set up as individual workstations allowing all the children to have dedicated time on a working machine – Principal Teacher, Jill Donald is leading the timetabling and planning of this area;
- 'The Nest' is a restful room furnished with soft chairs, fairy lights and lovely resources to support health and wellbeing lessons. Mhairi Colston is leading this new initiative to support small groups of children as well as making the room available to all classes once a fortnight.

- **School policies:**

Lorraine Donnelly (Depue Headteacher) gave an update on the child-friendly Anti-Bullying Policy which has been produced as a poster to be displayed throughout the school and which will be referenced during teacher-child conversations. This will feed into the school-wide Positive Relationships Policy.

East Dunbartonshire is producing a new Council-wide Mobile Phones in Schools policy which will be reviewed by the school and Parent Council in order to embed policy directives into the school's day to day operations. Lenzie Meadow's current policy on mobile phones is that they are out of sight and not allowed to be used during break and lunchtimes.

AOCB

The next Parent Council meeting will take place on Monday 27th October at the school from 6:15pm-7:45pm.