



4th October 2018

PC Meeting

MINUTES

Members Present: Suzanne Morris, Joanne Simpson, Lesley Carroll, Rachel Wylie, Vivienne Sinclair, David Bhella, Emma McIntyre, Kelly Anderson, Sara Walker, Clare Rose, Saj Anwar, Shellie Montgomery, Nicola Mathieson, Leanne McKay, Councillor Robert Brown, Laura Connor, Lisa Kelly.

Staff: Jen Innes, Jill Ring, Calum Urquhart, Maureen Waddell, Alex Fitzpatrick, Zoe Gray, Jodie Collins, Fiona Mossman, Vari Cairns.

Apologies: Jayne Swanson, Gayle Crawford, James Donachie, Karen Orr, Elaine Miller, Kimberly Boyce, Pamela Armstrong, Catrina Miller, Vicki Campbell, Malachy Devlin, Lynne Cintron, Dawn Tooke, Gail Wilson, Susanne Donachie, Marion McAllister, Jill Hamilton.

▪ **Welcome**

Suzanne welcomed everyone to the parent council meeting and advised that she would be chairing tonight's meeting as Jayne was not able to make it. There was then a round table of introductions from everyone present.

▪ **Minutes from last meeting:** accepted and agreed with PC members with the following action points still outstanding:

- **Jayne Swanson-** Processes document to be produced covering all PC procedures – **on-going**
- **Emergency Closure Plan** – copy of this out once completed – **on-going**
- **Jayne Swanson** – To contact Suzanne to get a copy of the garden maintenance plan and to find out information about learning through landscapes for the garden subgroup.
- **Jayne Swanson** – to speak to Suzanne about identifying a list of suppliers that she is looking to use for the garden.
- **School / PC** - Invite Jim, crossing patroller, to an event in school as a special guest. - **Completed**
- **Sara Walker** – speak to Eddie the janitor to see if there is any equipment that could possibly be purchased by the PC that would make gritting the playground area easier for him.
- Compile a list of all PC members who are also PVG members.
- **Kelly Anderson** – speak to Jill Loftus regarding a new Christmas tree for the gym hall – **On-going**
- **Jen Innes** – to check with South Lanarkshire Council regarding the possibility of repairing the trim trail.
- **Councillor Robert Brown** – Check with South Lanarkshire Council regarding potentially funding or part funding new IT equipment for the school.
- **GDPR** – Advice for PC and guidance for going forward – **on-going**
- **Suzanne Morris** – to organise the PC stall at the Stonelaw Christmas Fair on 6th December 2018.

Kelly advised that she had spoken to Jill Loftus regarding a new tree for the school and she advised Kelly to phone round ASDAs to see the possibility of them donating a tree to the school and has given Kelly the name of the best person to contact so Kelly will report back on how she gets on.

Jim, the crossing patroller has been invited into the school and was presented with a gift for all his work with keeping the children safe.

PC needs to re-assess members that are PVGd, especially for events when we need to cover toilets etc. Even if you are currently PVGd an update form needs to be completed to allow you to be covered within the school.

Trim Trail – Jen has spoken to land services and they will be carrying out a quote to have it repaired.

Jill Ring confirmed we will be doing the Christmas Cards again this year and they will be given to the children to design just after the October week and delivered to the school approximately 30th November 2018. This is hard work to organise but great fundraising for the school.

▪ Correspondence

Susanne advised that there was no correspondence received.

▪ Head Teacher Report –

Thank you very much to the Parent Council for organising the P1 Family Fun Night. It was a great night which was enjoyed by both children and their parents, and it was a great way for us to welcome our new families to Calderwood and give them an opportunity to meet with staff, our Parent Council and other P1 parents.

Staffing

- Firstly, as indicated at the last meeting, we were given the go ahead to appoint an acting additional principal teacher. Fiona Mossman and Lauren Feenan were both successful at interview and we are delighted that they will be sharing the post and responsibilities.

School News

- We held a Curriculum Morning for our new P1 parents in September where they were invited into school to find out about the P1 Curriculum at Calderwood Primary. P1 teachers spoke about numeracy and literacy and how parents could help their child at home. Hopefully it was a good insight into how their children are learning at Calderwood.
- Our Tapestry leaders ('Leading Learning: Improving Pedagogy for Equity') went to a full day's masterclass with author and educationalist Dylan Williams at the beginning of September. This was an inspirational day. They will be leading two Teacher Learning Communities for the next two sessions with an aim of working together to improve learning and teaching and share good practice.
- Next Thursday is Parents' Evening. In addition to appointments with class teachers, there will be lots happening in the hall. The Book Fair will be running. We will also be consulting parents on the new home learning (homework) policy which has been running for a full session. We will also be providing information on Nurture and our Improvement Priorities. Mrs Lisa Ferguson, who currently has a remit for PEF, will also be in the hall to talk about PEF interventions and our Working Memory and Dyslexia programmes.
- Primary 3 went Viking for the day, visiting Vikingar in our first educational excursion of the session. They had a brilliant time and represented the school proudly.
- Primary 7 were at Stonelaw today for Netball and Rugby sessions. I know they all really enjoyed it and are looking forward to further visits.

- Both P6 classes were visited by science teachers from Stonelaw today who delivered engaging science lessons. The children thoroughly enjoyed this, thanks to the staff at Stonelaw.
- School photographs have been taken and will be distributed to parents and carers soon.
- Plans are underway already for P7's trip to Lockerbie and an Information Evening took place earlier this evening. The P7s will again be sleeping in the pods on the grounds of the Manor.
- We will have a special Harvest Assembly next week before we break for the October week. A letter will be going out asking for donations which will go to a local food bank.
- We have a huge number of clubs running both after school and at lunchtimes, run by both school staff and our Active Schools colleagues and more to come next term. We are very grateful to everyone who gives up their time to support these clubs.
- We have already started rehearsals for the Burns Competition which takes place on 7th December this year and we hope to enter as many categories as possible. We are all aiming to maintain Calderwood's proud history of success in the competition.
- Our football team are playing in the first game of the Cambuslang and Rutherglen Schools football league. There are 11 fixtures between now and the end of term. Football training will resume after the October Break.
- Some of our P7s are going to the John Wrights Sports Centre in East Kilbride tomorrow to compete in Sportshall Athletics competition. There will be a number of events before a final in January.
- Our P3s are being given the opportunity to play at Burside Tennis courts as part of their curricular PE lessons. Room 7 are attending at the moment and all classes will be given the opportunity.
- All classes will get the opportunity to take part in Karate taster sessions.

Repair Work

- Land Services (part of SLC) are in charge of repairs for the Trim Trail. I have arranged for them to come out and give us a quote for repairs, but we will go ahead with repairs regardless of cost.

Parking

- Lisa Kirkwood is working on a safe travelling/parking plan to share with parents (hopefully before the holidays) which we will then follow with our Day of Action planned with Stonelaw.

Points for Discussion

- Lets (see letter)

▪ Long Term Projects for PC Funds

Susanne confirmed that office bearers had met with Jen to discuss a "wish list" for the school. Jen then handed out information on potential projects that had been discussed with the teaching staff and these included looking at developing the play spaces in the classrooms, open areas and outdoors, new IT hardware for classrooms and proposals for raising attainment in numeracy and maths. Each potential project was discussed in detail (including costings) with all PC members present. Questions were raised regarding the PC funding IT equipment when it was felt that South Lanarkshire Council should have an input in this given the fact that the equipment that is currently in the school is over 10 years old and could they even possibly part fund some of the new equipment needed. Councillor Brown advised that he would check with South Lanarkshire Council to see if they could fund or at least part fund the IT equipment required. It was agreed with member present that the Parent Council would definitely look to fund the developing play project and potentially the cameras for the classroom but would look at different options for the cameras and have this costed. We would wait to see the response from South Lanarkshire Council regarding the IT equipment before making any further decisions.

▪ **G.D.P.R.**

A general discussion took place regarding GDPR and the requirements for the PC going forwards, what information we hold and how we use it. We need to make sure we are responsible as a Parent Council and that we always look for permission from parents/guardians for things like taking photographs of children and this could not just be verbally as we could be required to show proof of this. The possibility of having a GDPR officer for the Parent Council was discussed and also the possibility of having a camera just for the PC as it would stop people having photographs of the children on their personal mobile phones. Mrs Waddell agreed to look at Apple Education to look at what devices are available and how much they would cost.

▪ **Subgroups**

- **Fundraising subgroup** – This subgroup is low on numbers so Lesley is looking for other members to join to work with her for grant applications, easy fundraising etc.
- **Garden subgroup** - This group is also quite low on numbers so if anyone else wants to join could the please let Joanne know as soon as possible. Possibly look at approaching businesses to see if they could help out with projects and a meeting with Grow 73 will also be happening soon.
- **Communications subgroup** – This group will be setting up a meeting in the next few weeks.
- **Campaigns subgroup** – The group are looking to meet up soon and continue with the on-going parking issues.
- **Events subgroup** – Are meeting on Monday to start the preparation for the Christmas fair which will be on Saturday 24th November 2018 and also organising the upcoming Halloween Discos on Thursday 25th October 2018.

▪ **Treasurers Report**

Lesley is awaiting a final handover from James as the end of year accounts have still to be signed off. The only recent event was the P1 event which made a loss of £133 but this is not a fundraising event so that was planned for.

▪ **Any other business**

As there is new office bearers a new form for the bank had to be completed for authorised signatures. There were no objections from members present regarding Lesley and Suzanne being added as authorised signatures.

Jayne had advised Suzanne that she had been contacted by parents concerning the lack of crossing patroller at Calderwood Road after Jim retiring. Jayne had raised this with South Lanarkshire Council and this now seems to be resolved but if anyone has any future issues please let Jayne know.

It was confirmed that the PC has agreed to take a stall at the Stonelaw High School Christmas Fair on 6th December so we are looking for volunteers. The event will take place from 3pm to 8pm and Suzanne agreed to take this forward for the PC and try to organise something for the stall. A discussion also took place about the possibility of P7 managing the stall and also that P& parents have to be informed of the Stonelaw Christmas Fair.

Tesco in Rutherglen has been in touch with the school to ask if the choir are wishing to sing in their store at Christmas. The school will look into this to see if possible.

Joanne Simpson raised an issue on behalf of a PC member that there had been dog poo in the playground.

Staff also advised that there had been dog poo on the football pitch. It was noted that some dogs have been coming into the playground and that this was not acceptable so Jen agreed to include a reminder to all parents/ guardians that dogs are not permitted in the playground at all in the upcoming school newsletter.

Dress down day for the Christmas Fair will be taking place on Friday 2nd November 2018 and confirmation of this will come out in school bags nearer the time. Volunteers are requested for going through the vast amount of things that is handed in on this day.

Next meeting: Thursday 1st November 2018.

Meeting closed.