



7th February 2019

PC Meeting

MINUTES

Members Present: Jayne Swanson, Joanne Simpson, Councillor Robert Brown, Suzanne Morris, Gayle McMillan, Scott Montgomery, Dawn Tooke, Clare Rose, Kimberley Boyce, Lisa Kelly, Pamela Armstrong, Lesley Carroll,

Staff: Jen Innes, Jill Ring, Calum Urquhart & Maureen Waddell

Apologies: Vicki Campbell, Lesley Jackson, Elaine Miller, David Bhella, Jane Fotheringham, Susanne Donachie, Marion McAllister, Jill Hamilton, Councillor Carol Nugent, Saj Anwar, Emma McIntyre, Kelly Anderson, Sara Walker, Lauren Feenan, Vari Cairns, Shellie Montgomery, Lynne Cintron, Rachel Wylie

▪ **Welcome**

Jayne welcomed everyone to the parent council meeting.

▪ **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**
- **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. – **on-going**
- **Jayne Swanson** – to speak to Suzanne about identifying a list of suppliers that she is looking to use for the garden – **on-going**
- Compile a list of all PC members who are also PVG members – **on-going**
- **Councillor Robert Brown** – Check with South Lanarkshire Council regarding potentially funding or part funding new IT equipment for the school – **Completed**
- **Jayne Swanson** – process to be put in place for the collection of money from the office generated by school tie sales.
- **Jayne Swanson / Jen Innes** – look at re-introducing pop up shop for spare school uniform. Possibly an order form in bag – **on-going**

▪ **Correspondence**

Jayne advised that there was no correspondence received.

▪ G.D.P.R. – Scott Montgomery

Jayne welcomed Scott Montgomery to the PC meeting and advised members present that Scott had kindly agreed to come along tonight to discuss GDPR and how it impact on the day to day work of the Parent Council.

Scott introduced himself and advised that GDPR had come into effect on 25th May 2019 and confirmed that he had looked into what parts of this would be of interest to the Parent Council. Scott then had a general discussion with the members present regarding their obligations under GDPR and advised that he had looked at a GDPR policy that could be suitable for the Parent Council and could also link into the school which would be great. Scott then kindly offered to write the GDPR policy for the Parent Council which all members present were very happy with and thanked Scott for his help.

A discussion also took place around the PC facebook page and whether this should be made a private group and Scott advised that this may be a better idea.

Lesley asked Scott about the school supplying her with a list of names of children for her sample labels and Jen Innes advised that South Lanarkshire Council have already advised that this cannot be done. Scott advised that he would look into his and get back to Jayne with his findings. Anything with personal information that is passed between the school and the Parent Council should be password protected and then destroyed as soon as it is finished with. A discussion took place about possibly retrospectively getting PC members to sign an agreement about how your personal information is used. Scott offered to write a paragraph for the PC to use for this purpose.

Jayne extended huge thanks from everyone at the Parent Council for coming along to speak with us this evening and also with agreeing to help with our GDPR policy going forward.

▪ Head Teacher Report

Thank You

A huge thank you to our Parent Council for funding our new athletics tops. The team looked very smart attending the Sportshall Athletics and the new tops may have given our pupils a little extra 'oomph' as the finished a very respectable 4th place in the Rutherglen/Cambuslang Sportshall Athletics final.

Thank you also to the volunteers who came in to provide tea, coffee and chat to our new parents and families who were registering their children for school in January. I think it is lovely that our new families are greeted by friendly faces and immediately get a sense of the school and our highly involved parents.

School News

- **School Improvement Plan Update - Nurture Room:** The kitting out of our Nurture Room is almost complete – please feel free to have a peek in on your way out of the school. It is a lovely, warm, inviting space and is being well-used already!

At our In-Service Day on Wednesday we will be welcoming back Jenny Kerr from Glasgow City Council for the second part of our whole staff nurture training. Following the last training day, staff set up nurture 'nooks' in every room. We shared information around nurture at the last Parents' Evening, but I will include the leaflet in the next Newsletter in case parents/carers missed this.

- **Our Primary 1 and 2 classes took part in the Global School Play Day on Wednesday 6th February.** The focus of the day is on developing 21st Century Skills through unstructured play. Children were encouraged to bring in toys, but nothing with a screen or which requires batteries. The children had a very fun, creative and productive day and this reasserted our focus on developing play as a learning activity in the early years.

- **Microscopes:** We would like to thank Mr Bhella (Jena's dad) for the loan of microscopes for the school. Our pupils have thoroughly enjoyed investigating using the microscopes and P1 really enjoyed finding out about viruses with him last Friday.
- **Burns:** Primary 6 pupils organised a fantastic Burns Supper on the 25th January with Burns performances, food, singing and dancing. We had a great turn out of parents, families and invited guests.
 - Naomi Wylie (P7) and Poppy Boyce (P1) performed at the Bridgeton Burns Supper at the end of the January. They were whisked to the venue in a limousine and treated as VIPs – well done, girls!
 - We were invited to attend Hampden Primary School's Burns Supper just before Burns Night and I accompanied 4 pupils (Naomi, Keira, Poppy and Gregor). Their performances were greatly appreciated and it was lovely to see how other schools celebrate Burns.
 - I accompanied fifty pupils to perform at the Autumn Club in Burnside Church on the afternoon of 30th January.
 - Our own Burns concert for parents, carers, families and friends of performers will take place tomorrow (Friday 8th February).
 - We also still have the Burns Prizegiving to look forward to on the evening of Friday 22nd February.
- **Choir:** Our school choir, led by Mrs MacKillop gave another performance for our community at the Go Ahead Club in the United Reformed Church on Wednesday – they did another great job, thank you again to Mrs MacKillop and all involved.
- **Lockerbie:** Our Primary 7 classes will be going to Lockerbie Manor the week after next for their residential experience. The children and staff involved are all excitedly looking forward to this experience.
- **Parents' Evening is coming up soon** – letters i.e. appointments will be out with you shortly.
- **Beat the Street:** Vari and Nathan from Active Schools presented at assembly to tell our pupils all about Beat the Street, which is launching next Friday. We will be holding another assembly to remind pupils next week and we will be sending home their 'fobs' and maps.
Beat the Street has a competitive aspect to it and we are hoping that our parents and families will log lots of miles to win prizes for the school.

Staffing News

- Julie Colvin, our Specialist Support Teacher, has taken up the role of Acting Principal Teacher at St Paul's Primary School in Hamilton. Mrs Toni Cameron will be covering the role of SST at Calderwood and we welcome her to the team.
- Mrs Julie Kirkland, our DHT (Thursday and Friday), returns from maternity leave next week. At present, Calum Urquhart will remain in post as acting DHT Monday, Tuesday and Wednesday and will cover our Acting Principal Teacher role (left vacant by Fiona Mossman) on Thursdays and Fridays.

Repair Work

- We are still waiting on Scotplay to repair the Trim Trail.

Garden

- I have asked SLC Land Services to price the installation of outdoor instruments/ plan what we can get for our budget. They are putting a plan together and will get back in touch with me soon.

Spending

- After the discussion at the last Parent Council meeting, I asked the Play Working Party (led by Mrs Feenan) to have another look at the resources requested and where to source them for best value. They are in the process of completing this review.

Points for Discussion

- **Water** – We are aware of concerns raised about children's access to water (and not juice) throughout the school day. Based on national policy, which comes from the Schools (Health Promotion and Nutrition) (Scotland) Act 2007, all children are encouraged to bring water to school every day and to sip water throughout the day. Juice is not permitted in class, however, children can bring in juice

to drink at playtimes and lunchtimes. This is in line with the Scottish Government's health promotion guidance for schools.

- We would encourage members of our Parent Council to direct parents to us if they have concerns, no matter how 'trivial' they seem, because it is the only way we can reassure parents or explain why certain policies are in place. Your help with that is greatly appreciated.
- Parking: We have had complaints from local residents and our own parents about thoughtless and sometimes aggressive behaviour around parking. We have been liaising with PC Simpson.

Jayne asked members present that if they see anything on facebook or hear anything in the playground then please let her know or direct them to the management team at the school. The Communications group will look at possibly closing down the current PC facebook page and re-open it as a closed group as Jayne is having problems with admin rights.

▪ Subgroups

- **Events subgroup** – Group has met to discuss the upcoming Ladies night which is all organised and confirmed that tickets for the night and raffle tickets will be available from Emma, Sara and Kelly. It was also confirmed that the family event will now be moving to September so the group will liaise with the school for a suitable date in September.
- **Communications subgroup** – Group are keeping on top of facebook and privacy guidelines and also supporting all of our upcoming events.
- **Garden subgroup** – It was agreed that the money that is ring fenced from the garden needs to be spent. Jen Innes has contacted South Lanarkshire Council regarding spending the money on items but will contact them again to chase them up. Jayne has asked to meet with Suzanne to go over all the details of the garden maintenance plan etc.
- **Induction subgroup** – This group has met and advised that there has to be slight changes made to the booklets to be handed out. The group has requested £30.15 for animal maske for the induction bag which was agreed by all members present.
- **Funding subgroup** – Lesley is working on the labels. ICT meeting has been arranged with South Lanarkshire Council for 14th February 2019 to discuss what programme is going forward for ICT for Calderwood and what we could potentially add to this.
- **School Liaison subgroup** –Jen will advise this group what is needed going forward.
- **Uniform** – We will look at phasing out the clip on school tie from now on. Clare will put things in order for standard ties and senior ties. Will also look at a leaflet on Uniform for Parent's night. It was confirmed that My Clothing are taking over the badged uniform sales from Tesco and the school will still receive 5% of any sales which is great.

Jayne will be reaching out to each sub group to see what is achievable before the end of the school year.

▪ Treasurers Report

A copy of the Income and Expense report for the Parent Council was handed out and Lesley ran through this. Lesley advised that if anyone has any questions regarding the treasurer's report then you can contact her direct and she will be happy to discuss.

- **Any other business**

Councillor Brown asked if there had been any issues raised surrounding the gritting in the bad weather and advised that he had asked South Lanarkshire Council to request that more gritting is carried out. Jayne thanked Councillor Brown for his continued help and support of the Parent Council.

Jill Ring also confirmed that the school were aware of the upcoming Rutherglen Sports Council Awards Night in March and confirmed that Calderwood will be entering.

Next meeting: 7th March 2019

Meeting closed.