



## 10<sup>th</sup> January 2019

### PC Meeting

### MINUTES

**Members Present:** Jayne Swanson, Joanne Simpson, Councillor Robert Brown, David Bhella, Gail Wilson, Suzanne Morris, Ashley Miles, Emma McIntyre, Kelly Anderson, Sara Walker, Rachel Wylie, Clare Rose, Elaine Miller, Pamela Armstrong, Shellie Montgomery.

**Staff:** Jen Innes, Jill Ring, Calum Urquhart, Vari Cairns, Dianne Turpin & Maureen Waddell

**Apologies:** Lisa Kelly, Lesley Carroll, Gayle Crawford, Leanne McKay, Councillor Margaret Cowie, Laura Connor, Vicki Campbell, Lynne Cintron, Kimberley Boyce, Vivienne Sinclair, Susanne Donachie, Marion McAllister, Jill Hamilton, Karen Orr, Karen Mackay

#### ▪ **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**
  - **Emergency Closure Plan** – copy of this out once completed – **Completed.**
  - **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.
  - **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 - **Completed**
  - Compile a list of all PC members who are also PVG members.
  - **Councillor Robert Brown** – Check with South Lanarkshire Council regarding potentially funding or part funding new IT equipment for the school – on-going.
  - **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?

## ▪ Correspondence

Jayne advised that there was correspondence received from South Lanarkshire Council but will discuss this later in meeting.

## ▪ Head Teacher Report

**A huge thank you to all members of the Parent Council and our parent body who helped to plan, organise and run the Christmas Fayre. It was, again, a fantastic event and the amount of money raised was incredible. We appreciate everyone's hard work and the amount of time people give to make our school events so successful. Thank you.**

**Thank you also to those who supported our Traffic and Parking Day of Action at the end of November. The event went well and I had a lot of positive feedback from parents and family members. Many people were happy that we were drawing attention to the issue. It would be good to follow this up with another day in the spring and further communication to parents.**

### School News

- Christmas activities: We had a very busy run up to the Christmas break. I am sure you will agree that our Christmas Concerts were a great success. The P1s gave amazing performances in their nativity, too. It is worthwhile saying thank you to all involved for their hard work preparing for the performances. All of the classes also enjoyed their Christmas parties\* and we finished the term with our Christmas Service. Thank you to everyone who came along - it was a nice way to bring the term to a close.
- Pantomime: After our discussions at the last Parent Council meeting at the beginning of November, we booked a pantomime to come in and entertain the children. I think they all enjoyed the performance.
- Book Week Scotland: We had a fantastic and very busy Book Week Scotland. We had a focus on reading and literacy all week. We launched the Book Bug (P1) and Read, Write, Count bags with three family events during the week. We all took part in ERIC (Everyone Reading in Calderwood) and invited a storyteller in entertain the classes.
- Burns competition: We had a number of children competing in the annual Bridgeton Burns Competition on 7<sup>th</sup> December. As always, our pupil did very well. However, we are extremely proud of everyone who put themselves forward for the competition and appreciate all the hard work they put in getting ready to perform.
- Choir: Our school choir, led by Mrs MacKillop gave their first performance at South Lanarkshire Council Lifestyles in Eastfield on 30<sup>th</sup> November. They gave a fantastic, very moving performance. They then treated friends and family on the last week of term to some Christmas songs. They sounded fantastic – well done to Mrs MacKillop and all involved.
- P4 and p5 Assemblies: Both Primary 4 and Primary 5 had their class assemblies in November. Primary 5 informed us all about their fantastic Sky Academy topic and we were lucky enough to see the videos they created on their visit to the Sky Academy studios. Primary 4 told us all about the Egyptians, which was their topic for the term. We found out a lot of interesting facts in addition to being entertained by some great singing and dancing.
- P6 Burns Supper: Primary 6 pupils are hard at work planning a Burns Supper for the 25<sup>th</sup> January. As always, there will be performances, food, singing and dancing for parents, families and invited guests.
- Burns Concert: We are planning our own Burns concert to give parents, carers, families and friends the opportunity to enjoy the Burns pieces performed at the competition. The concert will take place on the afternoon of Friday 8<sup>th</sup> February.
- Autumn Club: Our Burns performers have again been invited to entertain the Autumn Club in Burnside. They will be performing on the afternoon of 30<sup>th</sup> January.

- Burns Prize-giving: The Burns Prize-giving this year takes place on 22<sup>nd</sup> February. A number of our children will be invited along to receive their prizes. Naomi Wylie and Poppy Boyce have been invited to perform at the Bridgeton Burns Supper at the end of the month.
- After school and lunchtime clubs will begin again next week. As always, we have a wide range of clubs running for pupils across the school.
- Beat the Street: Mr Urquhart will tell you all about an exciting initiative we are participating in which is coming to Rutherglen very soon.
- Lockerbie: Our Primary 7 classes will be going to Lockerbie Manor on 18<sup>th</sup> February for their residential week with Mrs Ring, Mr Samson, Mrs Bloomer,
- Infant registration: Registration for our new P1 intake in August takes place next week. We have a large number of appointments in the diary, but we won't have an idea of numbers for a few months yet. Thank you to all the volunteers who are coming along to help with tea and coffee for the new parents, it is a great way for them to start their relationship with the school and our supportive community.

### **Staffing News**

- Mrs Mossman successfully applied for a principal teacher role in East Renfrewshire Council. She left us at the end of December. We wish her all the best in the future and know that she will do very well in her new post. Her Primary 7 class will now be taught by Mrs McKillop and Mrs Bloomer, who both worked together last year in Primary 7 and are a great team.
- We are delighted that Mrs Vari Cairns is expecting a baby very soon (the end of March). We can't wait to meet baby Cairns! Vari will begin her maternity leave at the beginning of March. We will be unable to confirm details of cover until closer to the time.

### **Repair Work**

- Scotplay provided the school with a quotation for fixing the Trim Trail. The Parent Council have very kindly agreed to pay this. I have contacted Scotplay and asked them to go ahead with the repairs as soon as possible.

### **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.

### **Points for Discussion**

- School uniforms – we are wanting to tighten up on our uniform policy. We want to encourage shirts and ties except on days when children are getting PE. We would also like to discourage the wearing of non-uniform tops and jumpers, especially into class. We appreciate that timing is very important with this issue and we do not want to ask parents or carers to buy any additional items of uniform midway through the year. With this in mind, we will highlight uniforms with our new P1 registrations and then promote throughout the wider school later this session with information at Parents' Evening followed up by guidance towards the end of the session.
- We are hoping to set up a system to recycle school uniforms and are looking for help to organise this and some input as to how this might best work. (Letter home with slip to return?) We were also looking for some help to promote this and encourage people to hand in used, but in good condition (and laundered!), items of uniform.

### **Emergency Closure Plan**

- We have completed an Emergency Closure Plan for both staff and parents. We would like to share the plan for parents with you just now for feedback.

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## ▪ Allocation of Parent Council Funds

Jayne confirmed that the dictionaries and Thesaurus for the school had been ordered and have now been delivered to the school.

The new athletics kits have also been ordered and the cost of fixing the trim trail has also been agreed and the PC will also fund this.

With regards to the new indoor play area a general discussion took place as the cost had now increased. Jayne asked members present to confirm whether they were still ok with funding this project and all members present agreed that they were happy for this to proceed. The school will double check that they have shopped about for the best prices possible for the equipment prior to ordering. Jayne advised that she will also e-mail the rest of the PC to confirm that they are happy to proceed.

With regards to the ICT equipment for the school it was confirmed that Councillor Brown has been trying to set up a meeting with South Lanarkshire Council to discuss the ICT kit for the school and is hoping that this meeting will take place as soon as possible.

It was also confirmed that we require a costing for the Maths equipment.

## ▪ Joint Working With Other Parent Councils

Jayne advised that she had been approached by Burnside to have a joint night with them and West Coates PC. Jayne confirmed that she had sent an e-mail back to say that we are happy to work together however, as we plan our events in advance, we had no possibility of fitting anything else in. A discussion took place regarding that and it was agreed that we would be happy to do this in the future but would be more comfortable if this was a free event for the kids and possibly for charity and would also be happy if this included all schools in our learning community.

## ▪ Subgroups

- **Campaigns subgroup** – Jayne thanked everyone who had taken part in the parking day of action which had been a great success. Jayne advised that she had received an e-mail from South Lanarkshire Council to confirm that they are now looking to make the double yellow lines enforceable at the Stonelaw side of the school and they would start the process for this straight away which can take up to six months. Everyone agreed that this was a great result. David Bhella asked if there was anything that could be done regarding the cars parking on the pavements at the Buchanan Drive side and Councillor Brown advised that there are a number of things that can be looked at regarding parking accessibility and safety around the school. Possibly look at Police carrying out educational visits to persons responsible. Jen will speak to Lisa Kirkwood regarding getting some materials from South Lanarkshire Council promoting safe parking.
- **Events subgroup** – Kelly ran through the upcoming event dates as follows:
  - Ladies Night – Friday 1<sup>st</sup> March 2019
  - Family Easter Event – Saturday 23<sup>rd</sup> March 2019
  - Spring/Summer Disco – Thursday 9<sup>th</sup> May 2019
  - Summer Fair Set Up – Friday 31<sup>st</sup> May 2019
  - Summer Fair – Saturday 1<sup>st</sup> June 2019
  - P7 Leavers Dance – Thursday 20<sup>th</sup> June 2019

Kelly advised that there is a meeting on Tuesday to discuss the arrangements for the Ladies night so everyone is welcome.

- **Communications subgroup** – Jayne will arrange to pass the PC constitution on to Calum and Joanne will also pass on the previous minutes to be uploaded to the website. The group will also support all upcoming events.
- **Garden subgroup** – This group has not met yet and this will need to be arranged ASAP as we need to get moving on spending the money that is restricted for the garden. Jayne will speak to James about organising a meeting.
- **School Liaison subgroup** – Jen confirmed that there is nothing needing done at the moment but will look at what is required going forward.
- **Funding subgroup** – No new updates from this group.
- **Induction subgroup** – All events are now in the diary and things are going really well. Induction bags will need to be ordered and also looking at P7 doing a 'Welcome to Calderwood' DVD.

Jayne advised all groups that if they need any additional help then just to ask. Also requested that if anyone is available to help at the inductions then please let Jen know.

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

#### ▪ **Treasurers Report**

As Lesley was unable to make the meeting tonight Jayne ran through the report of her behalf and advised that if anyone has any questions regarding the treasurers report then you can contact Lesley direct who will be happy to discuss.

#### ▪ **Any other business**

Kelly advised that she now has the new Christmas tree and also a box of decorations which has kindly been donated by ASDA in Dumbarton. Kelly advised that she is happy to store this for the moment. Thank you to everyone who was involved in this.

Clare advised that the office had mentioned that they have ran out of clip ties so a new order will be needed. Jill Ring will have a chat with people involved to see if clip ties are needed going forward.

**Next meeting: 7<sup>th</sup> February 2019**

**Meeting closed.**