



7th October 2021

PC Meeting

MINUTES

Members Present: David Bhella, Joanne Simpson, Karen Douglas, Monica Paul-Sharma, Kelly Anderson, Louise Bradshaw, Gayle McMillan, Laura Connor, Emma McIntyre, Jayne Swanson, Councillor Robert Brown, Councillor Margaret Cowie

Staff: Jen Innes, Jill Ring, Julie Kirkland, Vari Cairns, Maureen Waddell, Gary Mowat, Nicola Allison, Sinead Scambler,

Apologies: Chris McVey, Susanne Donachie, Suzanne Morris, Rachel Wylie

▪ **Welcome**

David welcomed everyone to the parent council meeting.

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

- **Jayne Swanson-** Processes document to be produced covering all PC procedures – **on-going**
- **Joanne Simpson** - Compile a list of all PC members who are also PVG members – **on-going**
- **David Bhella** – School travel plan to be collated - **on-going**

▪ **Correspondence**

David advised that he had not received any correspondence.

▪ **Head Teacher Report – Jen Innes**

Change of Structure

- Thank you to all the members of the Parent Council who both initiated and contributed to discussions around how best to structure the Parent Council and sub-groups to support school improvement and make the most of the skills and talents of our Parent Forum.

- I think the timing of this discussion was perfect, as current circumstances are giving us the perfect opportunity for a rethink. I am very excited by the prospect of the new structure and think it is a very positive move forward.

Primary 1 Curriculum Evening

- Thank you to the Parent Council for allowing us to use your Zoom account to host our Primary 1 Curriculum Evening, and thank you to David and Karen for your contributions.
- The evening was well-attended and feedback was positive. We shared the resources and videos made by the Primary 1 teaching staff for all those who may have been unable to attend.

Return to School and Covid-19 Mitigations

- We have continued to have high numbers of Covid-19 cases related to the school. We received an updated letter following the communication from Jason Leitch. The letter has to be shared when a positive case is linked to a class. We feel that this is a positive step, as it keeps parents and carers in the loop.
- We are still waiting on updated guidance around the restrictions we have in place. The Scottish Government group which oversees guidance for schools were meeting this week, and so we are hoping to know more over the next few weeks. As things stand, there are still a lot of unknowns. We want to continue being proactive so that we can plan ahead, but this means making decisions based on current restrictions, as we cannot foresee how, or if, these might change in the future,

Staffing News

- We are delighted to welcome Miss Livingstone to Calderwood Primary. Adele has taken on Primary 2 in Room 4 and has very quickly become part of Team Calderwood.
- We have also welcomed Mrs Barbour back to Calderwood this week. Mrs Barbour worked with Room 15 last session and we are delighted to welcome her back to Calderwood.
- Miss Harvey has decided to take a step back from her role and we wish her all the very best in her future endeavours.
- Miss Turpin and her partner Sandy welcomed baby Hollie at the beginning of September. All are well – congratulations!
- Mrs Kellock has started her maternity leave and we look forward to hearing about her new arrival very soon...
- We are sad to announce the Mr Morrison will be leaving Calderwood after 19 years to take up a post at St Anthony's Primary. We will all miss him.
- Interviews were held yesterday for a replacement, and we know that Mr Kenny Coyle will be starting as our new janitor at the beginning of November.

School Improvement Plan and Standards and Quality Report

- As discussed at our meeting about the structure of the Parent Council, I have created a slimmed down version of the School Improvement Plan to share with the Parent Forum. This is, hopefully, a user-friendly way of highlighting our priorities for the session which will allow parents and carers to see how the work of the Parent Council links in with our planning for improvement.

The School Year/School Events

- Last week was Maths Week Scotland, and pupils enjoyed a range of fun numeracy and maths themed games and activities throughout the week.
- We will begin to gradually introduce after-school clubs from October with the appropriate mitigations in place, and we will aim to have something for every stage this session. This will be supported by Active Schools and staff volunteers.
- We were hoping to tie in a Halloween event and the final day of Beat the Street with a whole school spooky walk around Rutherglen (in costume!). We would go for a walk around the Beat Boxes, passing through Overton Park, and then return to school for some spooky fun.
- We were hopeful that the Parent Council might support this by supplying goody bag rewards for pupils at the end of the walk?

Parents' Evenings and Reporting to Parents

- We had the last of our Parents' Evening phonecalls this evening, ending a month of nightly parental phonecalls from the school.
- We hope that parents and carers have found these to be a useful opportunity to discuss how your child has settled back into school. I know that our teachers have enjoyed speaking to parents and carers.
- Our next Parents' Evening is due to take place in March – we will need to wait and see if this will be face-to-face or not!

Breakfast Club

- We are still liaising with Support Services to facilitate a council-run Breakfast Club starting at Calderwood. We have identified two members of staff, but will need more adult helpers due to the projected numbers of children who would attend.
- We have put out a letter and Google Form looking for numbers to ensure appropriate staffing levels. We will keep the parent body updated as we get more information.

Community Work

- Room 14 spoke at a recent assembly to talk about their citizenship project and launch their Harvest collection for Refuweege. We have received a large amount of donations already, which Room 14 are very grateful for, and we will continue to collect until 20th October 2021. Thank you to all our parents and carers for supporting Room 14 with this endeavour.

Beat the Street

- We are over-the-moon with the amount of activity there has been around Beat the Street. It is lovely to see families out-and-about collecting points for Calderwood.
- We were delighted to reinstate our Beat the Street walks as part of the health and wellbeing curriculum, and I would like to take this opportunity to thank all of our volunteers who are walking with the classes – it is great to have you with us!

Participatory Budgeting

- We have put out a call for interested parents and carers to form a Focus Group for our Pupil Equity Funding participatory budget spend. We are hoping for a range of parents and carers with pupils in different stages.
- We will also be holding pupil focus groups to get their ideas before putting these to the wider Parent Forum.

Eco Uniform

- Thank you for beginning the Halloween costume recycling scheme. I know it has been a bit of a slow start, but hopefully we will get plenty of costumes to swap.

Proposal for Re-Structure of Subgroups

David advised that there is currently a proposal for re-structuring the PC subgroups and to open up the groups so that you do not need to be a member of the PC to be involved. We will try and engage the larger parent forum to become involved and move the existing subgroups under new headings of Sustainability, Community Engagement, Reading and Events which will link in with the School Improvement Plan. It was agreed that each group will be led by a PC member and also have a nominated teacher as a liaison. The new structure guidelines will be formalised so that it can be used in our constitution. A shortened version of the School Improvement Plan and the subgroups will be put out to the wider parent forum and we will need to do some campaigning on this. Once numbers are known for each group we can look at volunteers to lead each group.

- **Subgroups**

Reading / Garden subgroup - Julie provided an update on the reading schools group and thanked everyone who had volunteered to be part of this. Julie also advised that she had been provided with new costs for the garden which were now substantially higher. For the outdoor classroom and the bee and butterfly garden we were now looking at a total cost of £21,000. When split up we would be £7,000 for the bee and butterfly garden and £14,410 for the outdoor classroom. After a discussion it was agreed that under the current climate that, as we cannot afford to fund the total cost of the project, we could look at funding just the outdoor classroom. This would mean that on top of the funding already approved by the parent council, an additional £1,910 is required to meet the cost for the outdoor classroom to go ahead. Julie advised that the garden designer needs an answer on this as soon as possible. Concerns were raised about our remaining available funds should be agreed to go ahead with this as we want to make sure that we are able to fund all the usual things like school buses and not leave ourselves short. It was also discussed that we really want to get the garden project moving as we have been allocated funds by other organisation which really need to be used. Given the scale of the project, and the additional monies required, it was agreed that Joanne would get a total balance in the PC accounts and then send out an e-mail to the whole PC to explain what is required, and to ask for members to approve or reject the request. Joanne will liaise with Julie regarding this and get the e-mail sent out ASAP.

Events subgroup – Kelly gave an update on the events group and advised that she would wait for new structure to organise a meeting for future events. Kelly asked about how we want to arrange the Halloween Costume Swap and it was agreed to have rails/stall outside the front of the school. Louise advised that she had lots of choice for younger age groups but not so much for the older age group. This will be promoted after the October week. Jen advised that they were looking at the last day of beat the street on 27th October for a whole school Halloween walk to beat some boxes and asked about providing a Halloween sweet treat for the kids on their return from their walk. PC agreed to fund this and Monica advised that through her work she can get a staff discount on sweets so would be happy to work with the school to arrange this.

Campaigns / Communications subgroup – No new meeting has taken place – await new structure update.

Induction / Uniform subgroup – No new meeting arranged – await new structure update.

Funding / School Liaison subgroup – No new meeting arranged – await new structure update.

- **Treasurers Report**

Gail was unable to make tonight's meeting and advised Joanne that she has now received the bank statements so will now be able to do the accounts in the next few weeks. The only outgoing noted was the cheque for the pantomime for the school. The balance if the PC account is around £20,000.

- **Any other business**

Jill advised all PC members present about the school panto which will be on-line again this year and they had been offered an early bird booking discount so it only cost £99 and the same company also offered an early bird deal on a new production called 'Hope'...this is an anti-bullying message for P4-7 and would be perfect for anti-bullying week in November. This was approved to be funded by the PC by all office bearers.

- **Next meeting Thursday 4th November 2021.**

Meeting closed.