



## 2<sup>nd</sup> May 2019

### PC Meeting

### MINUTES

**Members Present:** Jayne Swanson, Joanne Simpson, Gail Wilson, Dawn Tooke, Sara Walker, Kelly Anderson, Suzanne Morris, Pamela Armstrong, Jason McIntyre, Kim Boyce, Jill Hamilton, David Bhella.

**Staff:** Jen Innes, Jill Ring, Calum Urquhart, Julie Kirkland, Ashley Combe, Lauren Feenan & Maureen Waddell

**Apologies:** Lisa Kelly, Susanne Donachie, Lesley Jackson, Lynne Cintron, Clare Rose, Laura Connor, Shellie Montgomery, Vicki Campbell, Malachy Devlin, Councillor Robert Brown, Elaine Miller, Marion McAllister, Vari Cairns, Gayle Crawford, Emma McIntyre.

#### ▪ **Welcome**

Jayne welcomed everyone to the parent council meeting and thanked everyone for attending.

- **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/Julie Kirkland** – 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/Julie Kirkland** – 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**
  - **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**
  - **Suzanne Morris** – GDPR process document for Parent Council – **completed**
  - **Jen Innes** – Speak to staff and children about what ICT equipment they want and what they would use for PC to potentially fund.
  - **Julie Kirkland** – Will look into complaints about disrepair of the football pitch – **will be added into garden project.**
  - **Jen Innes / David Bhella** - Meet to discuss the best way forward for the next parking day of action.
  - **Jayne Swanson** – to work with Louise regarding creating a survey to the wider parent forum on what they want from their PC.

## ▪ Correspondence

Jayne received correspondence from the National Parent Forum, South Lanarkshire Council and also from Councillor Robert Brown in relation to the Depute Head post which has already been circulated to all members.

## ▪ Head Teacher Report

### Thank You

A huge thank you to Emma, Lisa and Pamela for updating induction book Ruby and Robin start Calderwood.

Thank you also to the volunteers who have visited the school over the course of the week for our Developing the Young Workforce Week. The aim of the week is to give children experience and information on a wide range of careers. We have been supported by a large number of parents and members of our community and have had visits from chefs, nurses, police officers, paramedics, the Fire Brigade, gardeners, shop workers, sales managers, Scotrail, electrical engineers, research scientists, Dogs Trust, software engineers, banking executives, lecturers, architects, art therapists, opticians, gas engineers, loss adjusters, SEPA, a public health registrar, contractors, an application development manager, sports writer and professor of virology. Pupils have been out-and-about, too. They have visited our kitchens (P1), Rutherglen Library (P3), Asda (P5), South Lanarkshire College, and P5 Room 11 visited the University of Glasgow to look at radar and communications (interacting with a school in China). Thank you to Maureen and our DYW working party for organising.

### School News

- **Beat the Street:** We were delighted to be crowned winners of Beat the Street for total points raised and come second for average score. We received £500 in vouchers for the win. Our Pupil Council have already discussed spending the money on new goal posts for our pitch and we are looking onto getting these.
- **Rotary Quiz:** We were delighted that our Primary 7 team, made up of Jillianne Stirling, Hannah Foote, Olivia Gordon and Sophie Callaghan, won the Rutherglen Rotary Annual Schools Quiz last night. This makes us the only school to win two years in a row and means that the team go onto the West of Scotland District Finals on 21<sup>st</sup> May.
- **Cambuslang and Rutherglen Sports Council Awards Dinner:** On Friday night our highly successful tennis team received a merit award at the Cambuslang and Rutherglen Sports Council Awards Dinner. Well done to Adam and Ben Booth, Hannah Semple and Lucy Symon.
- **Buddy Training:** Our Chaplaincy team piloted a Primary 6 Buddy Training session prepare Primary 6 for their buddy duties next year. The pupils thoroughly enjoyed their training and it is something that we will now include in our annual calendar of events.
- **It's Your Move:** Our Chaplaincy Team also worked with our Primary 7s for 'It's Your Move' in preparation for their move to secondary school. The pupils enjoyed the event and, as always, we are very grateful for the support and commitment of our chaplaincy team.
- **French Transition Day:** Our transition activities for Primary 7 continue with a visit to Burgh Primary next week for a morning of French activities.
- **NSPCC Visit:** The NSPCC visited the school on Monday and spoke to all children about staying safe from harm. They gave important messages about staying safe and speaking out if they have worries or are worried about a friend.
- **P1 Induction:** Our Primary 1 induction activities begin tomorrow with a Meet Your Buddy session. Our Primary 6s have been working very hard preparing for the Sessions and are very excited to meet their buddies. This is always a fantastic start to our very robust programme of induction events and we can't wait to meet all our new P1s again.  
The registration process for P1 continues. As it stands, we have some disappointed families in the school community.

- **Camglen Radio:** Primary 6 are currently working on their scripts for their radio broadcasts for Camglen. We have a date of 30<sup>th</sup> May for the broadcast and look forward to hearing their efforts.
- **SNSAs:** Scottish National Standardised Assessments will be given to P1, P4 and P7 over the course of May. P4 and P7 will be visiting Stonelaw to use the Camglen suite to complete their assessments, whilst P1 will be using our iPads and supported by their class teachers.
- **European Elections:** As you will know by now, school will be closed to pupils on 23<sup>rd</sup> May for the European elections. Staff will report to school as usual and will use the time for development work.
- **Our Learning Showcase,** where we invite parents and families into classes for pupils to share their learning, will take place on the afternoon of 5<sup>th</sup> June.
- **Our Primary 7s will be performing Magpie Manor** – a mystery – for their P7 show. They enthusiastically auditioned for parts and are very much looking forward to getting started.

#### **Staffing News**

- Unfortunately, there has been no cover given to the school for Mrs Cairns as yet. We have had additional absences, too, and are working hard to cover these internally with minimal disruption to pupils.
- Lisa Ferguson returns from her maternity leave on 14<sup>th</sup> May and we look forward to having her back. We will keep parents informed of staffing decisions as they are made.

#### **Garden/Outdoors/Repairs**

- Julie Kirkland

#### **Spending/Requests for Funding**

- Thank you very much for the money to spend on Play. We have ordered Tuff Trays, a wooden house frame, materials, sand and water trays and are looking at sourcing storage units and vinyl mats for the floor.
- We would like to request money towards payment for transportation for school excursions (please see table). Transport is very expensive, but we are jointly committed (Parent Council and School) to providing free excursions for pupils - every class, every year.
- We were also wondering if the Parent Council would fund Dan our choreographer to choreograph our P7 show – Magpie Manor.

#### **Points for Discussion**

- Review of vision, aims and values – Staff have undertaken a review of our vision, aims, values and motto. Please see handout which contains our present vision, aims, values and motto, and some ideas put forward from staff. We would welcome your input. These will then be put forward to our Pupil Council, pupil forum and parent forum.

At the end of the report Julie Kirkland provided an update on the garden and advised that she will be working with a designer from South Lanarkshire Council regarding what work we are looking to get done in the garden area. There is a one off fee of £500 to meet with the designer so in order to get the most out of this we will be looking at our wish list for what work we want done in the garden and hopefully they can manage to get discounts on what we want to buy. £5000 is required to purchase the musical instruments which will hopefully be happening very soon. Julie advised that Suzie is still happy to remain involved in the garden project which is fantastic and they are working on an additional funding application which will be submitted soon so hopefully that could generate more funds for the garden.

Julie confirmed that she is meeting with Suzie next week to finalise the maintenance plan for the garden and to finish off the grant application. Julie also requested that the Parent Council consider funding for a storage

box in the garden and all members present agreed in principle to spend money on this and Julie advised she would look into getting some costings for different boxes.

Jayne advised that we are looking to spend the money that has been ring fenced for the garden project and is happy that things are going in the right direction.

#### ▪ **Parking Campaign**

Jayne discussed the campaign groups plan to look at having a further day of action prior to the end of the school year. The group would like to get new parents and families on board with this. Jen advised that she would speak to Mrs Sangray as she is looking into making an induction video for new P1s and this could be incorporated into it. Jayne advised that she will also look at attending an induction event to include the safe parking message. Look at possibly doing a morning day of action involving some pupils and a date will be confirmed for this in the near future and Police Scotland will also be contacted for their involvement. There was also a discussion about possibly linking it to beat the street as this was such a huge success for the school and possibly have some competition with the kids to encourage them (and parents) to walk to school more. The group will look at trying to identify 3 or 4 main messages to get out to parents and look at more signage to reflect this. David Bhella agreed to link in with Jen to agree the best way forward.

Jayne advised that she had also chased up the traffic regulation order for enforcing the double yellow lines to see if we are still on track for this to come into effect in August.

#### ▪ **Where now for our PC?**

Jayne confirmed that she is definitely stepping down as Chair so we will be looking for someone else to take this role forward for the new school year.

A general discussion took place regarding the sub-group structure and about how to make best use of the talent pool that we have and also how to get people more actively involved and what our expectations are going forward. It was agreed to possibly look at an external survey to the wider parent forum to see what they want from the PC and what they would like us to focus on. Members present also agreed that we need to get better at advertising all the great work that we do and consideration was given to possibly producing a yearly newsletter or putting something on to facebook to show what we achieve each year. Members agreed that a survey were a good idea going forward and Jayne advised that she would speak with Louise regarding structuring some questions for the survey. Jen advised that she would also happily work along with the parent council to pull together our information and achievements.

A general discussion also took place regarding the constitution of the Parent Council and it was agreed that this would also have to be looked at as it was created some time ago.

The parent council could also look at having a bigger presence at P1 induction events and we could also look at possibly doing something at the summer fair. An idea of “bring a buddy” to a PC meeting was also discussed and Jayne advised that she welcomed all ideas and if anyone thought of anything else they thought was a good idea they could contact her directly.

Jayne confirmed that she would be looking to organise a social event for the PC at the end of term and it was agreed to possibly look at Wednesday 26<sup>th</sup> June at Padano. Jayne will send a confirmation e-mail out to all members to get an idea of numbers.

It was also confirmed that ballot papers would be given out at the next parent council meeting to allow members to vote for the office bearers. If anyone is interested in the chair role then you can speak to Jayne privately if they have any questions.

#### ▪ **Subgroups**

**Induction subgroup** – Pamela advised that P1 induction packs are all organised and advised that we are still looking to give out a gift to parents/guardians on the first day of school which had been discussed at a previous meeting. PC volunteers will be required for this. Jayne confirmed that she will be looking to attend an induction event and that VIP passes for the summer fair for new P1s were all organised.

**Campaigns subgroup** – Looking to organise the parking day of action.

**Funding subgroup** – Lesley is still working on acquiring additional funding for the PC.

**Garden subgroup** – Update already provided earlier in the meeting and the group will need more volunteers going forward.

**Communications subgroup** – Continuing to work with support all sub groups.

**Events subgroup** – Summer discos coming up next Thursday and it was agreed that we could possibly look at advertising the PC at the school disco if possible. Everything is in hand for the disco. There has been a meeting for the summer fair and all is on track. Dress down day is arranged for 17<sup>th</sup> May and requests for volunteers will be coming out in the school bags soon. Meeting will also be arranged soon to start to organise the leavers dance.

#### ▪ **Treasurers Report**

A copy of the Income and Expense report for the Parent Council was handed out and as Lesley was unable to make the meeting, members were advised if anyone has any questions regarding the treasurer's report then you can contact Lesley direct and she will be happy to discuss.

#### ▪ **Any other business**

Sara asked if the football pitch was part of the garden area and it was confirmed that it was.

David asked if Burnside Community Council had been in touch with the PC as they are looking for volunteers from local parent councils to sit on the Community Council. Jayne confirmed that to date she had not received any contact from them.

PC needs an update with regards to the Stonelaw ties for the gift to P7 pupils at the end of year service. Jayne and Jill Ring will liaise with Clare Rose with regards to this to ensure it is organised.

It was agreed that due to the upcoming Summer Fair that the next PC meeting will be brought forward a week to 30<sup>th</sup> May.

**Next meeting: 30<sup>th</sup> May 2019**

**Meeting closed.**