

Balmerino Primary School

PARENT COUNCIL MEETING – Fri 27th Oct 2023

Minutes

Present:	Lucy Jess – Head Teacher	Louise Cole - Parent/Chair
	Donna MacIvor – Parent	
Apologies	Marlyn Menzies – Parent	Alison Smale - Parent/Treasurer
	Sarah Proudfoot - Parent/Secretary	Marianne Borland - Parent

	Agenda Item	Action
1.	<p>Welcome from Chair</p> <p>Louise welcomed everyone to the meeting.</p>	None
2.	<p>Fundraising</p> <ul style="list-style-type: none"> ● Start Balance of fund - £224.57 ● <u>Sports Day Bake Sale</u> <ul style="list-style-type: none"> - Raised £136.10 new Balance (224.57 + 136.1) = £360.67 ● <u>5k Sponsorship</u> <ul style="list-style-type: none"> - We asked pupils to complete the 5K challenge and were very pleased with families donating and taking part. £538 was raised taking the new balance to (360.67 + 538) = £898.67 Very thankful to families who took part and glad this was a big success. How can we replicate again? ● <u>Funds</u> <ul style="list-style-type: none"> - Discussion about what the funds we have raised could be used for? Should we spend straight away or save up to buy something bigger for the school. - Mrs Jess suggested that there are a few things she would like to ask PC to help with soon: <ol style="list-style-type: none"> 1. <u>Stirling Castle Trip</u> for older class. As parents are already paying for Dalguise it would be good for PC to pay for some of this trip. Historic Scotland will cover the entrance fee but for other costs transportation etc PC split 50% with school. LC/DM in agreement to help with cost. 2. Help to cover costs for P567 to enrol in an online course for <u>British Sign Language</u>, a student would only pay £3 and would get a qualification at the end. LC/DM in agreement to help with cost. DM advised children liked learning this in previous years. - In regards to setting a larger goal of funds to reach, LJ is going to think more about specific items but thought perhaps setting up a school library would be a good idea. - LC mentioned several parents have said it would be good to have some form of play equipment in the playground for children to use before, during and after school. As many children are playing on the bike shed which is not safe. LJ stated that students have the trim trail for during school time and is unsure about the safety aspect of play equipment before/after school. Also LJ stated that potentially play equipment can cost around £10K, as there is a need for rubber tarmac etc. 	<p>LJ - To advise cost needed to help with Stirling Castle trip and AS to transfer payment</p> <p>LJ - Send out survey asking what parents would like PC funds to be spent on</p> <p>LC - To look more into applying for Tesco grant</p> <p>LJ - To look into mobile library visits to school</p>

	<ul style="list-style-type: none"> - It was discussed that perhaps a form/survey could be sent to parents to ask what they would like the PC funds used on. - <u>ICT Equipment</u> - LJ discussed how there is a need for new ICT equipment, however the school is due a refresh of ICT equipment soon. Where all current computers etc will be handed in and new devices given to the school along with refreshing the school wifi etc. ● <u>Tesco Stronger Starts Grant</u> - <ul style="list-style-type: none"> - Parent RC had shared information with LC about PC potentially applying for this grant. This was discussed at the meeting. The website states PCs can apply online for up to £1500 for items such as School Breakfast Clubs, Play areas, library books, sports equipment and more. - LJ thought this was a good idea and felt the best item to apply for funds for would be <u>library books</u>. This would tie in well with curriculum focus and encourages the students' love for reading. - LJ advised that it would be lovely to have a school library, a bookshelf in the school corridor where children could sign in/sign out books. LJ suggested parents could help look after this. LC suggested perhaps a few P7s (Play Leaders) would like the opportunity to run this and look after it. LJ/DM agreed this was a good idea. - LJ stated Learning support might be able to help with this and maybe link with library service to gain access to free audiobooks. This could potentially be a good project to set a high fundraising target to gain more books in the future. If PC were to order books LJ advised to order through Tracey as she could order through Browns Books. - DM questioned if there was a Mobile Library that could visit the school. LJ stated that CD had looked into this before but it was outside school hours. LJ will look into this again 	
3.	<p>School Improvement Plan</p> <ul style="list-style-type: none"> ● LJ discussed the School Improvement Plan: <ul style="list-style-type: none"> - <u>Writing</u> - At school inspection it was advised that students writing was very good however there was a need for improvement in the presentation of students writing. - LJ and CD attended a course and now RP is signed up to go on a writing course to share information learned with the students. The course advises different tools for writing. Students will learn different styles and benefit from the teachers going on this course. - <u>Language</u> - LJ advised that for the P567 class their second language will be 'British Sign Language' as students have shown a real interest in learning this and will hopefully go on course as discussed in point 2. DM agreed this was interesting for students to learn in previous years. - Nursery class is currently working on the 'Signalong' course, LJ discussed how in previous schools, students had to share their 'Sign of the Week' at assembly which gave a different approach to communicating through the school and perhaps would offer a calm, clear way to communicate. - <u>Sexual Health/relationships/ anti bullying</u> - LJ advised she would like to improve parents' knowledge of what is being taught in school and share resources in advance to allow for conversations with students both in school and at home. - Discussion on improving students knowledge of 'Rights of Child' 	<p>LJ - To advise if P567 will do language course and advise cost to PC</p> <p>LJ - To share resources in advance with parents</p>
4.	<p>Events</p> <ul style="list-style-type: none"> ● <u>Halloween Hunt</u>: MD Hall booked 11am-12- Sat 28th Oct.. This time children have to find the number of spooky characters to get a prize. LJ has kindly booked the hall. SP/AS/LC - meet 10.30am to set-up. AS - to bring change. SP 	<p>LC - set-up Halloween event</p>

	<p>- stationery. LC - already bought candy for £10.73 and has printed out forms + made characters.</p> <ul style="list-style-type: none"> • <u>Christmas Concert 18/12/23</u> - LC asked if BPC would sell teas/coffees along with baked goods again? LJ confirmed this should happen. LC confirmed PC will arrange 'Guess the Weight of cake' competition, Christmas wordsearch. (Last year we raised £144) <ul style="list-style-type: none"> - LJ stated to do Christmas wordsearch again this year however to get Tracey to print and hand out 11th Dec asking students to return on 15th Dec with £1 per entry if they want to win a prize. Winner to be announced at Christmas Concert and prize given. - Last year teachers donated prizes for a hamper. This year LJ suggested PC sell raffle tickets to win items from the hamper. Teachers will provide prizes again. - LC advised last year a few parents were confused about paying money/donation at the door to the hall and then having to pay again when inside the hall. LJ confirmed that then this year they would sell tickets in advance at a fixed price of £2 per ticket (2 allowed per family.) LC/DM agreed. LJ advised people could however attend a free dress rehearsal in the morning of 18th Dec. - LC asked when the PC can get into set-up, LJ confirmed the hall was booked all day. • <u>Internet Safety Evening</u> - In May BPC held an internet safety evening with Fife Council with both Wormit and Balmerino parents invited. Event was a success with helpful information shared from speaker Caroline Berry. LC asked if we should arrange anything similar again. <ul style="list-style-type: none"> - LJ stated that Madras are organising an Internet Safety Evening on 14th/22nd November Parents must sign up in advance. 	<p>LC - arrange, teas/coffees for CC, buy raffle tickets, provide christmas cake</p> <p>SP - to make Christmas wordsearch activity</p> <p>LJ - to email parents asking to bring in baking for CC nearer to the event. Email parents advising the cost of CC tickets.</p> <p>LC - share Madras event on social media after LJ has shared information</p>
5.	<p>Ideas for Fundraising 23/24</p> <ul style="list-style-type: none"> • <u>Reading Marathon</u> - LC asked whether a reading marathon or spelling bee would be a good idea since the 5k challenge was a success. LJ/DM agreed a Reading Marathon would be a good idea. LC stated it could tie in with World Book Day on 7th March 2024. LJ advised this would work well as it is before the Dalguise trip. • <u>Tesco Grant</u> - As above LC will look into this and try to apply for a grant for library books. 	<p>LC - talk to SP and AS to arrange Reading Marathon challenge for Term 3</p>
6.	<p>AOCB</p> <ul style="list-style-type: none"> • Discussion at a previous PC meeting as to whether an informal Tea/Coffee morning would work. Or Summer term after school picnic. • Connect Membership - LC advised received an email from MB about this and wanted to check with LJ what this was. LJ explained this is liability insurance for the parent council which is paid for by Fife Council. 	<p>LC - To register with Connect</p>
<p><u>The next PC meeting TBC</u></p> <p>The meeting was closed with thanks to all attendees</p>		

