Calaiswood Parent Council

19th September 2023

**Attendees:** Mike Stevens, Gracious Saini, Debbie Alvarez Turner, Dave Roper, Kirsten Roper, Jodie McGregor, Brian Morham, Lindsey Morrice, Catriona Bathie and Laura Spence

1. **Welcome and Introductions**

Mike welcomed everyone to the meeting and thanked them for their attendance. Thanks, were given to Carol in the office who baked pancakes for the meeting. Mike stated that the aim is to reinvigorate the parent council group, developing parent to parent and parent to school relationships and to fundraise for the good of the school. The plan for the group is to meet once a term.

1. **Group Secretary**

Mike highlighted that there is currently no secretary for the group and asked for any volunteers. No one volunteered at the meeting. Lindsey took the minute for this meeting. Mike welcomed volunteers.

1. **Previous Minute and Actions Update**

Summer Swim Plan – Mike thanked the school for accessing the grant to allow free swimming over the summer.

Lynebank Parent Event – Mike fed back that he found this event very useful. They had an A to Z of local activities suitable for our children which he was keen to source. This can be put on Facebook and distributed to parents and carers (**School)**

Riding for the Disabled – no school link with Shiresmill, some of our pupils’ access with their families, waiting list. Some children go to Tappitlaw with school. It was discussed that forms for these can be lengthy and time consuming.

Coffee Mornings – pick up in agenda

Contact Details – It was discussed at the last meeting how best to communicate as a parent group. Consensus was to continue to use Facebook as the main contact method.

Fundraising and Festive Fayre – both will be picked up in the agenda

Previous minute was agreed.

1. **School Update**

Laura shared the sad news that we recently lost one of our senior pupils, Jack. Laura has spoken to the parents who are happy that school share updates on Jack’s funeral plans with the school community. Jack’s funeral will take place on Thursday 28th September 2023 at Dunfermline Crematorium at 1.15pm. He will make his final journey past the school, round the turning circle, at around 12.55pm. There will be a celebration of Jack’s life in the school hall after the funeral for anyone wishing to pay their respects.

Laura shared that there is planned industrial action for Tuesday 26th, Wednesday 27th and Thursday 28th September involving our support and admin staff. A final decision is due to be made on Wednesday 20th September and school will provide more details regarding this when it is confirmed. Fife Council have advised that the decision regarding whether schools can open or not will fall to the HT. Laura shared that she would be keen to explore the option of opening to a group of pupils however this would need to consider many factors as PSAs would not be available to do tasks such as giving medications. Parents asked if the school could be open for families to access, Laura will look into this **(School).**

PLJ targets are now written and were shared with parents at parent’s night. We had three teachers absent but their parent’s night will be organised for an alternative time. The PLJs will go home in December with Term 1 targets evaluated. Debbie asked about SQA certificates as she has not received any for her daughter. Catriona explained that the SQA are currently processing these and that they can come out at different times for different pupils. All paperwork is in and hopefully they will arrive soon.

Laura shared that class teachers Sammy and Lucy are both pregnant and will be going on Maternity leave in Nov/Dec.

The multi-sensory rooms are going to be fully refurbished in November, the cost of this is covered by FES as the multi-sensory room equipment is life cycled.

Work on our School Improvement Plan is underway. Our three priorities for this year are PE, Communication and Rights Respecting Schools.

We are currently in the process of organising trips to the Santa Barge at Ratho for December. We have accessed this previously and it is a great experience. Information will come out soon for the children who will be involved.

Pupils in Calaiswood are also taking part in some Christmas Art fundraising. Parents will get home a piece of art work and an order form, orders can be made online and the envelope and art work returned to the school. Profits from this will go to school fund.

We currently have three specialist staff working in school. Janet our music therapist from Nordoff Robbins, continues to support individuals and classes. We have a Dance and Movement specialist working with some selected pupils in Term 1, this is the first time we have accessed this provision and are interested to see how this develops. We also have a DYW co-ordinator who is working with a number of our senior classes exploring different jobs and co-ordinating work experience opportunities.

Last year our Navy Class represented the school in the Fife Festival of Music, this will run again this year and we are hopeful that we can once again be represented. Information will go to classes soon.

One of our Class Teachers, Shannon, is going to organise a sponsored walk as a fundraiser in March next year. Staff and Pupils will walk distances throughout the week with the aim being as a school we will walk from Calaiswood to John O’Groats. In addition to this Dave is doing a sponsored walk “500 miles in 10 days” in September of 2024. Pupils from the school will walk with Dave for around the first mile. The money he raises will come to the school. Laura also then shared that Dave won a Community Champion award recently and that he donated his prize money to the school. This, along with the money raised by staff who did a sky dive, has gone into school fund and will go towards a second E-Bike for the school.

1. **Financial Update**

There is currently £1256 in the bank with a £400 cheque pending from Asda (raised through the Asda tokens scheme). Once this has cleared there will be a balance of £1656.

1. **Matters for Discussion**

Coffee Morning – Catriona put out a Forms to parents and carers. She had 18 replies. The consensus was that a Weds PM would be most suitable. Location didn’t seem to be an issue however it was raised that school might be best if discussing more personal matters. Monthly or Termly was the preferred timescale. It was agreed that after October holidays Coffee Afternoons will start, using the Calaiswood Lounge area of the school. A cupboard within the kitchen area can be used to store tea/coffee etc. Jodie took on the role of co-ordinating the Coffee Mornings. Dates to be arranged and communication put out **(Jodie and Mike).**

Swimming – No swimming currently as no lifeguards. Another advert for available lifeguards to go out on Facebook **(Mike).** There was discussion around organising parent lifeguard training. This was well received. Costs and timings will be looked into **(School).** The group are very keen to get this up and running again after school. At the moment weekends and after 6pm are not an option as they incur a janitorial cost. Laura did suggest that some free lets could possibly be used but this would only allow for possibly one weekend a term. Getting grants and funding for swimming is proving tricky. Look into Cash for Kids and other possible sources of funding **(Mike).**

Festive Fayre – Calaiswood are going to take part in the Duloch Annual Festive Fayre on November 25th 2023. Debbie is leading on this and will liaise with the Duloch Parent Council around stalls. The plan is to have 3 stalls – some ideas were suggested such as Chocolate Tombola, bottle stall, games and Soak Spidey! **(Debbie)**

Children’s Gala 2024 – Calaiswood to be involved next year. Debbie keen to be representative for this. More information to follow. **(Debbie)**

1. **Fundraising**

Debbie asked why the school isn’t a registered charity. Laura explained it can’t be because the school is classed as a business. It was discussed that the Parent Council could possibly register. This is to be explored, it was discussed that this would have many benefits with what funding could be accessed but also being able to receive gift aid. **(Debbie).**

Mike asked about the wider fundraising plan. It was discussed that some form of Virtual Reality set up in school could be a really well used resource for our children and that this may be something we look to fundraise for over a longer period of time. Dave shared some fundraising ideas that have worked for him previously, such as buying a big item e.g. a tv, barbie castle and raffling these off online. Dave was happy to co-ordinate this. Laura stated that money could come from School Fund could be used to buy the initial item to start this off. This idea was supported. **(Dave)**

1. **Anything Else**

Kirsten asked about a parent sign along group. Lindsey shared that staff did in house training last year and that the plan was to roll this out to parents. Kirsten said Nara would also be happy to be involved. It was discussed that these could take place on Coffee Afternoons. Look at developing sessions and put information out to parents (**Lindsey).**

Catriona shared that our Active Schools Co-Ordinator was keen to come to the Parent Council to talk with parents around activities she could provide for families and pupils relating to physical activity. This will be arranged for a future meeting. **(Catriona)**

Mike thanked everyone for attending the meeting. It was agreed the next meeting would take place at the beginning of December, date to be confirmed. It was suggested that there may be a sub group meeting for the Festive Fayre prior to that.