

**Summary of Meeting of Calaiswood Community Group (Parent Council)**

**1000 Wednesday 11th September 2024**

**Present –**

Laura Spence, Headteacher

Lyndsey Morrice , Deputy Headteacher

Kasia Cioslowska, Principal Teacher

Brian Morham - Chair

Jodie McGregor

Julie Morham

Debbie de Alvarez

**Apologies –**

None given

**Welcome & Introduction**

Brian welcomed everyone to the first meeting of this new group and thanked Mike Steven, previous chair of the Parent Council for his work.

**Purpose of the Group**

The group will fulfil the role of the School Parent Council in that those participating can contribute to school improvement and know that their views matter and they can confidently and comfortably put them forward in a safe setting. The group represent our children’s voices and this is vitally important as many of our children are non-speaking.

**Secretary Appointment**

After the AGM Mrs Mary Wright had agreed to be secretary of the parent council.

Nominated by Debbie de Alvarez

Seconded by Jodie McGregor

Mary was unable to attend this meeting but will attend future meetings.

**School Update**

As we all know Cat was in hospital after a car accident. She is out of hospital and recovering well, she was in visiting school. We all wish her well in her recovery.

Laura shared the following update about school:

We have had a positive year last year in school. We are also pleased to welcome two new teachers this session. Welcome to Nicole who will teach in the Grey Class and to Liz who will work in the Yellow Class alongside Dee.

Laura shared an update on the school improvement priorities for the session and these will be shared with parents soon.

Our areas of focus include:

Wave of engagement – this looks at reducing waiting time for pupils, ensuring processing time is well thought through and to increase the use of materials to support engagement.

Planning – Ensuring we are tracking all areas of the curriculum. This includes looking at planning for individual pupils and will also consider group plans in classes, PLJ targets and SQA planning.

Quality Improvement work: Kasia reported that she is working with Jolene McCool on Quality Improvement methodology to support teams to make changes to individual pupils supports or strategies to improve learning.

We have now collated all information from our parent questionnaires. We had one volunteer to join a school improvement group and so we look forward to engaging in this across the year. We also had two offers from parents to support as volunteers in school.

We are pleased that the wheel chair roundabout is now in place. This was donated by FES, and is being well used by pupils.

We have had some change to our bus parking. Buses are all now in the drop of area, due to risk with the vehicles in playground not having enough space to turn due to the location of the new wheelchair roundabout.

The school have recently purchased new sensory gym equipment which was bought with PEF money. It is hoped that this will be in place for after the October holidays

The school will be holding a medical drop in with Gill, school nurse. An email has already been sent out with this information on it.

Laura shared that parents evening will be coming up soon (30th September) and the school would welcome any home baking for the stall.

There will be a joint Duloch/Calaiswood fundraiser in Calaiswood on Friday 8th November in school hall-BYOB.

Laura shared that there is updated guidance out for swimming for children with epilepsy. The school will share this information with parents.

Laura confirmed that a new minibus is being ordered by the Fife council as the current one is reaching the end of its life.

**Fundraising Update**

The Duloch/Calaiswood Christmas fayre will be held on 30th November. It was discussed that we would be looking for donations for the tombola. Also volunteers to help prepare and man the stall beforehand and on the day would be very welcome.

A Christmas raffle will be organised separately with tickets printed and sent out to all parents to sell.

Tickets will still be sold at the Fayre, but not drawn that day.

Big prizes to be procured from companies or if needed can be purchased to attract sales.

**Gala**

The Gala was a great success this year and the children and families who took part enjoyed their day.

The next gala event is the Christmas choir concert. We hope to have a group attend this. Possibly the same pupils who are attending the music festival.

***Action: Julie to ask committee if our choir can be first on the night.***

**Christmas Cards**

These are being organised along with Duloch Primary and funds will go to the Calaiswood parent council.

**Coffee chats**

Community group coffee afternoons have not been well attended of late. Possibly change to once a term. ***Action: Questionnaire to go out to parents to see what the general consensus is.***

One to be held in November as a trial. Date TBC

The parent Council will hand out questionnaires on parents’ night

**Fundraising / Finance**

Accounts have now been verified

As at statement 5 July 2024

Balance £2500.12

Karen to organise gaming licence so that we can run the big Christmas raffle.

As stated previously a big raffle with printed tickets will be held this year.

Debbie to speak with Heather from Duloch regarding ticket print companies.

All families will be given tickets to buy/sell.

Prizes will be sought from local businesses and from the wider community as well as from parental involvement.

A letter will go out to parents asking for support with tombola prizes too and the school Fayre stall in general.

Asda rewards – school is registered for this and funds are building. This runs until November with Asda.

**AOB**

Parents shared that communication within the school is much improved overall for parents.

A report had come from a parent about youths in school grounds out of hours.

This was already being addressed by Laura. CCTV being looked at and Laura will discuss with the local high schools to let those involved see the impact on our learners.

3D room- Jodie asked about this facility, which was previously being created at the new college learning campus, and possibly used by our families/learners. Unfortunately, Laura reported that this was no longer part of the build plan for the DLC.

**Next meeting**

**12th November at 9.30am**