

Minutes of Broomhill Primary School Parent Council Meeting

05/03/25

NAME	ROLE	INITIALS	CHILD'S YEAR
PARENT COUNCIL (PC) MEMBERS			
Miriam Blane	PC Chairperson	MB	P4/6
Colin Hamilton	PC Secretary	CH	P7
Elizabeth Graham	PC Treasurer	EG	P6
Bettina Talbot	PC FET Treasurer	BT	P6/7
Emma Newlands	Parent member & BOSCA board member	EN	P4
Simon Bunn	Parent member (Minute taker)	SB	P3/5
Gemma Lohead	Parent member	GL	P1
Julie Gordon	Parent member	JG	P3/4
Helen Mitchell	Parent member	HM	P7
Martin Robertson	Parent member & BOSCA board member	MR	P3/7
Leanne Francomb	Parent member	LF	P4/7
Lindsay Samuel	Parent member	LS	P4/7
Richard Johnson	Parent member	RJ	P3
Susannah Dale	Parent member	SD	P2
STAFF MEMBERS			
Karis Nicholson	Acting Head Teacher & lead for P6-7	KN	
Kristin Bush	Acting Depute Head Teacher & lead for P4-5	KB	
Susan Connor	Depute Head Teacher & lead for P1-3	SC	
APOLOGIES			
Aoibhin Gormley	Parent member	AG	P1/3
Fernanda Guimaraes	Parent member	FG	P4
Hector Rufrancos	Parent member & Broomhill Community Council representative.	HR	P3

Meeting Minutes

Item	Remarks	Actions
1. Welcome & Minutes	MB welcomed all attending. The Minutes from the Jan 25 meeting were distributed, minor amendments were agreed and final copy to be distributed to PC members and made available on PTA Events.	SB
	MB informed the meeting that Mr Gray, the Janitor, had served 30 years with the school. To acknowledge this and Mr Gray's continuing support to the school and PC activities, which is consider as over and above that expected, the PC had given Mr Gray a card and gift.	
2. Head Teacher Update	<p>KN provided an update of the school activity including the School's Mar/Apr 25 Newsletter, Online Safety newsletter, and Calendar of events, which had been distributed to parents on 5 Mar – Key headlines, include:</p> <ul style="list-style-type: none"> Staff updates – Mrs Langdon leaving 28 Mar after 20 years at BPS, Ms MacLean returns from maternity leave 17 Mar. Parent/carer survey (www.smartsurvey.co.uk/s/2025ssparentcarer). 	All to note

	<ul style="list-style-type: none"> • GCC school attendance campaign (www.glasgow.cov.uk/attendance) • 'Big Walk and Wheel' to school 24 Mar – 4 Apr. • Easter holiday – school close Fri 4 Apr 2.25pm (P1-3), 2.30pm (P4-7). School reopens Tue 22 Apr. • Year group summer trips in June added to School Calendar (P3 trip TBC). <p>The plans for the School Playground continue to evolve and are being refined following consultation with pupils, parents and BOSCA. The school site has been divided into areas with ideas requested for each area. The ideas have been collated and will be refined to confirm the best use for each area and enable prioritisation for development – low cost 'quick wins' being a focus in order to make progress and maintain momentum with the longer-term project.</p> <p>It was noted that parental engagement had been limited – 2 responses via the link provided on Seesaw – but engagement was still encouraged.</p> <p>The school grounds have been divided into 11 separate areas:</p> <ul style="list-style-type: none"> • Section 1: Sports pitch • Section 2: Small area between Woodcroft gates. • Section 3: Woodcroft entry area including wall of the building. • Section 4: Fake grass area • Section 5: Trees next to fake grass • Section 6: Area beside trim trail • Section 7: Grass area below the ramp/path by back gate. • Section 8: Sloped area beside steps. • Section 9: Wooden bench/stepped area • Section 10: Grass area adjacent to allotments • Section 11: Covered 'bike shed' area. <p>Additionally the main tarmac area, which would remain an open area.</p> <p>KN took note of PC member suggestions, which largely aligned with ideas submitted by pupils. Ideas and proposals would be refined to create a prioritised plan to take forward.</p> <p>KB and pupils from the Eco Leaders team visited Glasgow Wood (www.glasgowwood.org.uk) based in Whiteinch. The company produces standard and bespoke outdoor furniture and play equipment at relatively low cost. The group were very impressed with the service offered to make equipment to fit specific requirements and the relatively low cost when compared with the mainstream playground equipment. It was acknowledged that due to being wood, the equipment may require some maintenance may not have the longevity of metal/plastic equipment; however, due to sustainability, cost, and speed of delivery it provided an attractive option, especially to enable initial phases of the playground</p>	All to note
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	<p>development to be realised. (Equipment safety requirements for use in the playground will be confirmed).</p> <p>The School Sports Day was confirmed for Fri 6 June, which would take place in the school grounds (P1-P3 am and P4-P7 pm). This will precede the School Fair on Sat 7 June.</p>	All to note
3. PC Events	<p>School Fair will be on Sat 7 June. A separate meeting to start planning will take place on Wed 12 Mar. Timing of the fair was TBC, but it was generally thought that early afternoon would work best for attendance and to enable setting up in the morning.</p>	All to note
	<p>The School Summer Disco date was agreed for Thursday 29 May.</p>	All to note
	<p>PVG (Protecting Vulnerable Groups) certification, which will be required by key PC event organisers from Apr 25 is still TBC. Details are awaited from Kathryn Farrell (GCC education quality improvement) with regard to the validity of teachers' PVG when assisting with PC organised events. Certification will be required by some parents for the Summer Disco and potentially the Summer Fair (although parents will remain responsible for children at the fair).</p>	
	<p>In addition to questions over who requires PVG, there are also challenges with administering the process (protecting personal data). The process of gaining a PVG certificate should take around 2-weeks. More detail to be provided in due course.</p> <p>There is a PVG webinar on 1 Apr. Details have been provided on the PC WhatsApp group. MB has the detail.</p>	Attendance encouraged.

4. Funding	<p>The Netball team kit (funding agreed in Jan 25) was positively received. LS highlighted the benefit to the team ethos and pride in representing the school at competitions.</p>	
	<p>Following PC WhatsApp discussion (Feb/Mar 25) it was agreed that the Girls' Football team kit would be funded (in addition to £70 agreed in Jan 25). A total of £312 was quoted for Team outfits (T-shirts, shorts and socks). Kit purchase to be arranged between CH, JG and Mr Mills.</p> <p>The purchase of general school team sports tops, for multiple sports use, was discussed and agreed in principle. The school does have some badged tops, but the numbers have reduced over several years and a new set would be useful to support representative sports events during the spring/summer season.</p> <p>It was agreed that a set of 20 to 30 generic Broomhill badged sports tops at approximately £11 per top should be purchased. Details of requirements (number, sizes, total cost) need to be confirmed with the school.</p>	<p>CH, JG, BT</p> <p>JG, KN, BT</p>

	<p>A leaving gift for Mrs Langdon, who is departing after 20 years, was approved. In general it was agreed that leaving gifts funded by the PC for staff who have served 10-years or more was appropriate to acknowledge their significant contribution to the school.</p> <p>The PC involvement in contributing to the cost of renewing the school's Seesaw licence (discussed in Jan 25), was not taken any further as the school is assessing the options for covering the cost. <i>Seesaw</i> is the school's preferred online learning platform. To be discussed again if requested by the school.</p>	<p>MB, BT</p> <p>KN, CH</p>
5. Next Meeting	<p>The Next meeting will be on Wed 7 May 25.</p> <p>(All meeting dates and previous minutes are available on PTA Events.)</p>	All to note.