



Kirklandpark Primary School

Parent Council Meeting Minutes

13th October 2022 at 1830, Kirkland Park School

Attendees and Apologies

Attendees: Iain Grant (Chair), Fiona Cook (Vice-Chair), Karen Messer (Secretary), Dawn Laing (Headteacher), Simone Whiteford, Robert McNair, Fiona Marsh, and Lauren Thompson.

Apologies: None.

Item	Owner
Welcome, and acceptance of previous Meeting Minutes by the PC.	I. Grant
Update on School Newsletter and Parent's Evening	D. Laing
Pupil attendance at the Climate Change and Sustainability Conference. P6 pupils to feedback to the school 28 th October 2022 via Assembly.	D. Laing
Pupil Committees have been established	D. Laing
Update on Christmas Cards – direct ordering from providing company	D. Laing
Pass Assessment, Health, and Wellbeing – underway now, with P7 pupils assisting P1 pupils. Diagnostic assessments will be undertaken over the next month. Target areas for strength and development areas.	D. Laing
Staff Recruitment – Nursery staff member joining 7 th November 2022. Early Years Support Worker recruitment process on-going. Depute Posts waiting to be filled.	D. Laing
Pupil Equity Funding (PEF) Participatory Budgeting Questionnaire returns are low. Thirty-one suggestions came out of the survey.	D. Laing
Chair update on PTA Meeting and planned activities. Newsletter due, so please share any nice stories with them for inclusion. Christmas Fayre, Christmas Disco, Ladies Night, Sports Day at Broadlees Golf Club, and a Family Fun Day all in progress.	I. Grant
Focus on PC agenda targets for the coming term. Chair covered the options and explained them with the assistance of Headteacher.	I. Grant

Item	Owner
Discussion on Attachment A-Z and approach to Parents with help of Education Psychologist.	K. Messer
ACTION ITEM – Education Psychologist Julie Kiddie’s advice to be sought on how to approach and promote Attachment A-Z for both children and parents.	D. Laing
Pre-Loved Stall to be an on-going fixture with good uptake.	I. Grant
ACTION ITEM – continued communication with Climate Action Strathaven to house the Pre-Loved Stall.	S. Whiteford
Other options to house Pre-Loved Stall were discussed as other charity shops or Strathaven Rugby Club. Drive to have the stall set up at future school events.	I. Grant, K. Messer, F. Marsh
PEF Funding and Extra Curricular – update on the process for establishing new clubs. Extra Curricular clubs mostly aimed at P4-P7. Gym hall not available Wednesday throughout the year for extra curricular clubs.	D. Laing
ACTION ITEM - Headteacher updated ideas from the pupils, to be forwarded to the PC.	D. Laing
ACTION ITEM - Explanation of PEF and how the budget is allocated. PC to give Top Five choices from the PEF Participatory Budgeting Suggestions For Spend list by next PC Meeting (17 th November 2022).	ALL
ACTION ITEM - Details of how to contact the PC to be added to the School website by Mr. Hepburn.	D. Laing
ACTION ITEM – I. Grant to forward details of PC Facebook page to D. Laing.	I. Grant

Item	Owner
Any updates from the PC for School website, Facebook, or School App to be forwarded to D. Laing for approval.	I. Grant
Question asked regarding school counselling for parents and pupils.	S. Whiteford
ACTION ITEM – PC to approach Mr. Hepburn to establish a Frequently Asked Questions page on School website.	I. Grant
AOB – I. Grant and F. Cook to develop action plan for PC going forward.	
Date of next PC Meeting set for 17 th November 2022 at 6.30pm	
Meeting adjourned.	
