

## Minutes – Parent Forum – Tues 25<sup>th</sup> April 2023

**Attendees:** Mrs Marshall, Mrs Morrison, Carol Hunter, Nicola McCracken, Jill Cairns, Barry Ferguson, Diane Broatch, Andria Jeffrey, Lindsey Frame, Jennifer Murphy, Laura Cleland and Kristen Dearie

**Apologies:** Lisa Houston, Gillian Chalmers, Jen Butler and Vicki Heijnen

### **Head Teacher Update**

This past month we have had a successful parents evening, show and P7 trip to Lockerbie. We have also shared the learning with parents from p6 at a recent assembly 'Plastic in our Oceans'. In 2015 the school was awarded an Eco award. As we move forward the school will begin to rebuild sustainability of being more Eco friendly. We will go forward for a green award in the next year ahead. Outdoor learning is an area of development, and we also aim to take maths forward outdoors this term. Our discovery room is now operating for all classes, but we continue to expand buying resources for this area.

Our Inservice day will focus on evaluative language to evaluate our own learning and teaching and How Good is our school audit to write our School Improvement Plan for 2023/4. We will also focus on ASN. We will be looking to move all our paper work to the SLC paperwork and ensure children who present with literacy barriers are considered for the literacy consultation documentation.

Trips are being organised with equity and equality as a focus and to reduce the cost of the school day (*see statement at end of minutes*). All trips this term will be £5. We are looking to set up a working party of parents, teachers and pupils who can help us to review the cost of school day toolkit and to help parents in understanding how this impacts decision making

Sports Day will be held at the end of May.

Transition Plans are now under way, and we will be reporting children's progress to parents in June along with meet the new teachers.

House Reward will be a treat from the ice cream van.

Many thanks for all your hard work in raising funds at the past fundraiser. It looks like great fun.

We now look forward to the Gala event. Will the Parent Forum be holding summer disco's?

At Christmas does the parent forum want to fundraise for children to go to a pantomime?

### **Treasurer Update (Carol)**

£5,300 approx. in bank. £800 to come out for the Gala Committee. £200 to come out for school ties. £280 to come out for yearbook. £1000 for STEM resources to support discovery room. £25 for green screen. Panto will be c. £1000 plus buses at c. £600/£800. We will review where we can get best deal on buses.

Lottery and Christmas Cards are going to top up balance

Discussion on how do we want to spend the money in future? Some thoughts around end of year full school trips/Christmas theatre trips plus suggestions for more outdoor learning resources.

Possible funding for panto/theatre (whole school) – Hamilton approx. £6.50 plus around 4 buses. Would need parent helpers (7). Cinderella panto. Dec 2023.

### Gala (Jen)

Pupils have 2-3 choices and all will get one of those choices. Roles going out via class teacher. Generated on name generator app. 78 pupils taking part which is good uptake and 30 more than last time. Cost of costumes email to go to PTA. MDF measurements taking place. Some of the paint etc can be sourced by Barry and others. Parents will be messaged if they offered to help. Endeavoured to keep costs as low as possible. Can recycle costumes back into school. Fundraising cards – Mrs Smith has updated everyone. Small mistake on them. Committee due to meet shortly – team of 4 or 5 people.

### Future fundraising ideas (All)

End of term raffle – with Prego voucher

End of year disco – potential dates. 7<sup>th</sup> June – beach party theme. Ideas discussed on what suggested cost of entry could cover – e.g. glow stick, sweets. Andria and Carol to lead with others supporting.

### AOB

- Trips
  - Braidwood Pond visit
- Communication
  - Update on how portal is going and any feedback

### Actions

Action	Activity	Owner
Cost of school day	Letter to all looking for volunteers for working group	Gillian Marshall
School Improvement Plan	Send out via Parent Portal	Gillian Marshall
House Winners Prize	Follow up with contact for ice cream van for House winners. 22 <sup>nd</sup> June	Carol Hunter
School Disco (7 June)	Carol and Andria to decide on format and tasks. DJ costs to be sourced and fed back	Susannah Morrison/Diane Broatch and Laura Cleland to get quotes
Gala	Costs to be paid to Jen for costumes. Need to know how much is required (capped at £800 total). Jen to keep receipts	Jen Ferguson/Carol Hunter

Panto (Dec 2023)	Booking to be made for whole school outing. Quotes for buses to be picked up	Office team (booking)/Laura Cleland (buses)
End of term raffle	Organise communication and purchase voucher	Carol Hunter
Lets	Organise lets for 25 May and 7 June	Nicola McCracken
Athletics strips	Follow up on order for wider school	Andria Jeffrey
Fundraising efforts	Full year review of fundraising efforts and what money has gone towards. Letter to parents and ask for any ideas for future spending/fundraising	Carol/Nicola/Laura
P5 Trip	Discussion and feedback to class teacher around Braidwood	Mrs Marshall
Portal	Add 'this week at Kirkton' to twitter to help parents with planning	Mrs Marshall

**Next meeting will be Thurs 25 May @ 6pm**

## **Cost of school day statement**

At Kirkton Primary, we recognise the need to reduce the 'Cost of the School Day' for all pupils and particularly for pupils who are experiencing poverty. We consider this under the following headings, Uniform, Learning, Friendship, School trips, Eating, Fun, Clubs and Home learning.

At Kirkton we believe the small things make a difference to our families. Equity is the responsibility for all.

### **Uniform**

Our current uniform is grey trousers/skirts/tartan pinafores, green sweatshirts/cardigans and white poloshirts/white shirts. Families can purchase uniforms from Logos-On. We do not insist on badged sweatshirts/poloshirts. We have a 'previously owned' stall for parents to select items of uniform which have been previously owned for reuse at our front foyer. This will allow families to pick up some items free of charge or for a small donation throughout the year which may help with the cost of uniform. It also links with our Eco-sustainability ethos.

The P7 leaver hoodies are subsidised by the parent council.

### **Learning**

Children at Kirkton Primary do not need to pay for any core learning activity. Pens and pencils are provided and young people do not need to bring their own equipment. We welcome pupils to borrow equipment if they need it to complete tasks e.g. specific resource/craft equipment. This includes ICT equipment e.g. chrome books for online learning at home/homework. We provided outdoor learning with a forest School Instructor through our PEF money. By doing so this has supported the mental health and well-being of our children in P7 and skills across their curriculum.

### **Friendships**

We ensure that any pupil experiencing poverty-related bullying has a way of reporting this in confidence. We teach young people about poverty related issues as part of our Health and Wellbeing, Rights Respecting School, Food Bank Initiative and KPS Values work. We plan to further gather the views of our families on the Cost of the School Day and will look to involve them more in the decision-making around this.

### **School Trips**

We are mindful when booking trips that they are low cost and we seek out grants to subsidise or fundraise to support the cost.

### **Eating at School**

At Kirkton Primary P1-5 receive the offer of free school meals and next session this will be further offered into P6 and P7.

We offer a breakfast club every morning and a bowl of fruit is available to our children at playtime who may need a healthy snack (including those who may have forgotten their snack.)

### **Fundraising Events**

Kirkton Primary recognise that events planned for enjoyment can actually put added pressure on families. Our Parent forum and our school organise Fun Events throughout the school year. When young people cannot afford to take part in any activity, we ensure they can still experience it by paying for them through the school fund.

We arrange many events that are cost free and donation based to ensure equity for all.

Annually we plan for a fundraiser and a charity event. We also offer pre loved costumes /jumpers to support our celebrations and books.

Our Gala event is fully subsidised by the school to ensure that all children can participate at no cost this year.

### **School clubs**

At Kirkton Primary we have an extensive range of clubs on offer and we plan to extend it next year. We do not charge for pupils to take part. Some clubs may require specific equipment e.g. badminton racquet, football boots, and we do what we can to ensure the necessary equipment is available for all children in the school but may ask for voluntary donations towards this.

We are very clear that the Cost of the School Day is an area that requires constant vigilance and will not be 'fixed' by any one action. In our Improvement Plan for 2022/23 we will be focusing on

- Planning events for the year to provide advance notice for parents.
- Raise awareness of local charity organisations e.g. Clydesdale Foodbank, Baby Bank who may be able to help.
- Gather the views of parents with regards to what/when we ask for money to gain a confidential understanding of the views of the parent forum which, in turn will inform our future practice.
- Continue to offer all pupils a range of clubs to participate in

This statement was created to reflect the current practice at Kirkton Primary School.