

## Minutes of Meeting, Balfroon Primary School Parent Council, 1 November 2023

### Present:

Anita Crozier (Chair); Angus Black (Head Teacher); Claire Cattrell; Joanne Brown, Mrs Small (class teacher)

### Apologies:

Michelle Conway (Treasurer); Amii Anderson (Vice Chair)

<b>1.</b>	<b>Welcome and apologies</b>	<b>Action</b>
	Attendees welcomed and apologies noted.	
<b>2.</b>	<b>Note of previous meeting on 5 June 2023</b>	<b>Action</b>
	To be approved at next meeting.	
<b>3.</b>	<b>Treasure's Report</b>	<b>Action</b>
	No formal update. Bank balance remains healthy with circa £3,790 in the account. All expenses for Halloween disco paid. Halloween disco made circa £436 profit.	Treasurer to provide formal update at the next meeting.
<b>4.</b>	<b>Halloween Disco(s) Feedback</b>	<b>Action</b>
	<p>Special thanks to the teachers that helped on the night, especially with games etc. Need more parents to get involved and help at events such as these.</p> <p>In future, need to highlight this is not a free event and make entry fee more visible! Killearn Primary School charge £3 for the Halloween Disco and a ticket has to be bought at least the day before. Claire will check what the children get for the £3.</p> <p>By ticketing the event the Parent Council has a better idea how many children to cater for and also helps cover the costs of the event. The Parent Council tries to make all events as affordable as possible.</p> <p>Feedback was that pupils really enjoyed the Halloween discos and all the fun activities such as biscuit decorating; tattoos; tuck shop and the infamous wrap the Head Teacher in toilet roll game.</p> <p>Discussed children bringing money to the event. Parents could decide how much money to give children to spend– there was no pressure on anyone having to bring money. Children have to be responsible for their own money on the night and have somewhere safe to keep the money i.e., a purse or a wallet. Parents to be reminded of this.</p> <p>Photographs from the disco were really good. Special thanks to Lyndsey Nelson for these. They have been displayed on the screen in the school foyer. Kids have enjoyed seeing them. No parents opted out of having photographs of their kids taken.</p> <p>Some older children had mobile phones with them. Mr Black will reiterate to all parents and pupils that school rules for phones will apply to all PC events going forward.</p>	<p>PC to highlight the need for parents to help out if events are to continue.</p> <p>AB to remind parents and pupils that school rules regarding mobile phones apply at all PC events going forward.</p>
<b>5</b>	<b>Head Teacher's Report</b>	<b>Action</b>
	<u>Validated Self Evaluation ("VSE")</u> took place. Colleagues from 3 local schools took part in the assessment together with BPS teachers, support staff, pupils and parents. A very positive week. Mr Black will share an overview with parents. There were no surprise outcomes and	AB to share overview outcomes from the VSE with parents.

<p>outcomes were in line with the school improvement plan. Some positive observations included – good school community; pupil leadership was a strong feature; creative pedagogy – highly effective practice; nurturing relationships; BPS to continue stretching those children that are able; BPS to raise attainment in writing. Sarah Catnach from the Parent Council attended. Mr Black to put something out to parents that is in simple language, so parents know and understand where the school is doing well and what it is aiming to improve.</p> <p><u>Parents evening</u> next week. Good response from parents. Parents that need to specify the best date to attend do specify. School will use parents evening to gather parent input. Will focus on gathering data to build a parent directory. P7 pupils will gather the information. Discussed PC also being present – good in theory but would need to get volunteers from PC to be there. Anita will ask committee if anyone available and would like to attend on behalf of the PC.</p> <p><u>Christmas card designs</u> complete. Majority did it in school – easier to do it as a class as teachers would have to spend time with those who opted to do it in school and find alternative tasks for those who wanted to do it at home. Discussed perhaps doing the card designs in advance i.e. doing them at Christmas for the following Christmas to allow PC to get maximum return i.e. better deals if all designs are back with the companies by the end of September. Discussed potential issues such as some P7s missing out on cards as they will have left by the next Christmas. Changing Christmas card provider to be looked at next year.</p> <p><u>Christmas Events</u> - Agreed PC to provide drinks, crisps and sweet treat for all school and nursery children attending the school &amp; nursery Christmas parties. Families will not be asked to contribute towards the costs of the drinks and snacks – this is to be gifted by the PC again this year.</p> <ul style="list-style-type: none"> <li>• P1-3 nativity (Thursday 14 December at 1.45 and 6pm)</li> <li>• P2/3/4 – Scots Song Project, led by music tutor, Amy Lord. There will be a performance on 6 December. Parents can attend.</li> <li>• P5/6 – involved in 700yrs of Balfour. Ancient writing and afternoon learning at the library. Good link with the community</li> <li>• P6/7 – 15 November – Recycling bin lorry attending school. Pupils will go on board and do a task to develop understanding of recycling. Suggested the PC do a pre-loved uniform stall on the same day. AC will speak to committee members re someone organising this and perhaps getting P6/P7 pupils to help.</li> </ul> <p><u>School Accounts/School Handbook</u> - Rachel Moir has audited the school accounts. As Chair, Anita Crozier has updated the Parent Council section of the school handbook.</p> <p><u>Balfour 10K Committee</u> is looking at supporting a project with £1000 funding for something physical. Mr Black is liaising with Rachel Moir and will update at next meeting.</p> <p><u>Pupil Council</u> is focussing on road safety this term.</p> <p><u>Crossing Patrols</u> - Discussed the traffic crossing patrol officer within the school grounds being made redundant and the issues this may cause – in particular, concerns regarding the safety of the children crossing</p>	<p>AC to contact PC members to request volunteer to represent PC at Parents Evenings.</p> <p>PC to consider doing Christmas cards next year; changing Christmas card provider and offering more than just Christmas cards.</p> <p>PC to organise a pre-loved uniform stall on 15 November in playground.</p> <p>AB to remind nursery and school parents that parents should not be dropping off and picking up within school campus and in particular, should not be stopping in the bus lanes/disabled parking.</p>
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	<p>the road. As raised the issued of buses in the village, in particular on Spoker's Loan.</p> <p>AB confirmed Council required to have traffic calming in place – patrol officers are not a requirement. No timetable/nothing official been said about the school crossing patrol officer leaving and potentially new traffic measures being implemented.</p> <p>AB emphasised again that parents should not enter the school grounds to do drop offs/pick- ups. Mr Black is aware that cars are now parking at the turning point at the top of Moor Road which makes Moor Road even busier and there are safety issues with cars trying to manoeuvre in small spaces where children are crossing the road and other cars are waiting to turn/move off.</p> <p>Agreed could look at the school travel plan at future meetings and consider if this needs updated. Could potentially invite council and bus company along to future meetings.</p>	
<b>6</b>	<b>Reading Scheme</b>	<b>Action</b>
	<p>School reading scheme very outdated for P1-4. Cost of new scheme is thousands of pounds. School budgets are under pressure and over the past three years, new but limited reading materials for mid to upper primary school have been purchased by BPS using a combination of Pupil Council support and drawing on PEF (Pupil Equity Funding) budgets. However, a completely new reading scheme is required and funding for this has to be met solely by the Parent Council.</p> <p>BPS needs to look at getting rid of older books and focus on utilising newer books available where possible.</p> <p>PC keen to fund new scheme given the importance of reading cannot be underestimated. The consensus amongst the PC committee is that children should have access to up to date, relevant books in order to improve literacy skills and to help develop a love of reading. At the moment, the books that are being sent home with children are not exciting nor engaging and may demotivate young readers. The PC feels strongly that access to appropriate books throughout the school is a priority. Agreed that funding a new Early/First level reading scheme together with funding suitable resources for P5-P7 would be the focus for fundraising this school year. It is expected that the PC may have to raise circa £5,000..</p> <p>AB to discuss with AM what scheme would be best and what the cost would be. AC to follow up with AM.</p>	<p>AB to discuss with AM what scheme would be best and what the cost would be. AC to follow up with AM.</p>
<b>7</b>	<b>School Lunches</b>	<b>Action</b>
	<p>New lunch system coming into place with parents being able to select lunches through parent pay. New lunch menu started so in trial period. PC has received mixed feedback on the school lunches. For example, some P7s are still hungry; the children don't like the yoghurts; soup is not always available; the choices are not as healthy as they used to be; there is less choice; children are rushing their lunches/not eating everything as they want to be first in line to get back out to play; more children are opting to take packed lunches. However, other children are enjoying the choices now on offer and the salad bar is better.</p> <p>Concerns were also raised about how children with allergies were dealt with and the limited options available to them.</p> <p>AB advised P7s helping by serving at the salad bar. AB said there should be new trays to allow children to have their full lunch on a tray. The trays have still not arrived, however, everything the children are</p>	<p>Date and time for PC reps to visit the lunch hall to be arranged with Mr Black.</p>

	<p>supposed to be getting, they are getting albeit on the old trays. Bellrock still doing the school lunches. BPS has a system in place that works for the amount of staff and the fact that the school is unique in that pupils have to go to the high school for lunch.</p> <p>It would appear that parents do not have a clear understanding of how the school lunches work and there is a disconnect between what the school is reporting about lunches and what some children are reporting about lunches. Nursery lunches being brought over to the nursery and the PC has not heard from any nursery parents about the lunches.</p> <p>Claire, Anita and Joanne to visit the dinner hall and meet with the dinner ladies to see how the lunches are run/what food is being served. Date and time for visit to be arranged with Mr Black.</p>	
<b>8.</b>	<b>Fundraising Events</b>	<b>Action</b>
	<p>PC is organising two Christmas events this year – one for nursery to P3 and one for P4 to P7.</p> <p>Arrangements are still being made but settled on a Mrs Claus event for the younger children and a disco for the older children.</p> <p>Mr Black confirming that the Mrs Claus event needs to be held out with school hours.</p>	
<b>9</b>	<b>Date of Next Meeting</b>	<b>Action</b>
	<p>AC to consult with committee members and revert to AB with dates in January for a meeting.</p> <p>AB will advise parents/carers of date of next meeting.</p>	