



## Calderwood Parent Council Meeting: Minutes

**Date:** 11<sup>th</sup> May 2022

**Time:** 18:00

**Present:** Miss Burton (Head Teacher)  
Miss Miller (Principal Teacher)  
Tim Ozdemir (Chair)  
David Inglis (Vice Chair)  
Jenni Bell (Vice Chair)  
Stacey Webster (Treasurer)  
Lisa Gibson (Secretary)  
Trav Panesar (Ben Lomond rep)  
Toni Glen (Bluebell rep)  
Lesley Gripton (Bramble rep)  
Jo Ferguson (Ness rep)  
Claire Raeburn (Nursery rep)  
Amie Cruickshank (Orkney rep)  
Euan Alexander (Mull rep)  
Faye Keogh  
Jonathan Mann  
Kiera Cawkwell  
Lynne Spinks  
Lindsay Haines  
Jonathan Broderick  
Laura Hynd (Tay rep)  
Jennifer Fitzpatrick (Chair)  
Laura Hynd (Tay rep)  
Keriann Petrie (Tay rep)  
Fionagh Taylor  
Heather Neil  
Alison Smith  
Angela Burt (Shetland rep)  
Sonia Robertson-Sivewright (Bramble rep)  
Emma Gray  
Katy Gillies (Nursery rep)  
Lucy Wright (Nursery rep)  
Victoria Cole  
Niamh Barton-Maynard

**Apologies:** Kate Grieve (Vice Treasurer)

## **1. Welcome and Apologies**

The Chair welcomed members to the parent council *and noted apologies*.

## **2. Minutes and Actions from previous meeting**

Refer to separate action tracker for updates.

## **3. Head Teacher Update**

Miss Burton thanked the parent council, the parents and the community for the amount of money raised for Calderwood Miles. COVID Risk Assessment rules are starting to change, and Calderwood tours took place this week, having the first assemblies (first one was at Easter) and will continue most Friday's. Will start introducing Fischy music and including parents to future assemblies.

Awards:

- Taylor Wimpey Easter Comp;
- Be an engineer – East of Scotland;
- Walk and Wheel Event – West Lothian Winners.

## **4. Nursery Update**

Miss Miller noted that with the COVID Risk Assessment rules changing, parents are allowed into nursery and starting to think about the activities to involve parents with i.e. stay and play events. Book Bug sessions are coming up for parents to be involved in as well as other events and developments out with groupings. Lots of exciting things happening and Calderwood nursery tours taking place this week. Celebration taking place w/b 13<sup>th</sup> June.

## **5. Staff for next session**

Miss Burton shared an update on the staffing:

- Acting Principal Teacher – Miss Redmond;
- Equity Champion – Mrs Clarkson (extra responsibility);
- Internet of Things Development Post – Miss Christie;
- 5/6 new teaching champions;
- Other adverts:
  - Currently recruiting for supervisors;
  - Permanent Clerical Assistant;
  - Nursery PSW from August.

Miss Burton will share further information as soon as possible and will share the new structure. Miss Burton noted that she asks the teachers which stage they would like to teach and will look at preferences and needs for the children. More children are joining the school and the school is growing – August looking at 400 across the school and nursery. This time next year she will look for a Deputy Head Teacher and two members of parent council will be required to complete the training (there are already 2 members who have been trained) to be involved in the recruitment.

## **6. Transition**

Miss Miller met with Clan Reps this morning and plans for transition. The Clan Reps will be able to answer questions. Key document used in early years "Being Me" to support children transition and the theme is "We're Going on a Buddy Bear Hunt". Ben Clan have created a video to share with the nursery children and commencing

the stag start (soft start) into school with nursery children spending time with the current P1's and P2's. In the final week the school will organise a visit for parents, with their child to meet their child's new teacher/champion before children finish at the end of June.

Clan change over:

- Clan formation guidance has been issued;
- Consultation with children, champions and families complete;
- Into Primary 4-7 know their new Clan name;
- Into Primary 1-3 will find out their Clan at the end of May/start of June (will know the children in their new class);
- Clan change over transition programme into P2-P7 in June.

"Pupil Voice" sets out activities to support children transition and will include videos with the new teacher, to show children where the toilets are for example and there are plans in place for children who require additional support. Summer visits will continue into the school for nursery children (will use school space). Intake of P1's from nursery would be oversubscribed due to out of catchment children attending the nursery but all children who live in the catchment area have a space.

## **7. School Improvement Plan 2022/23**

Miss Burton will share a video via the blog. Questionnaire will be coming out shortly to ask for opinions of what has gone well and improvements to obtain feedback to establish the priorities for next year and for parents' voices to be heard. Will look at where the parent council will fit into this and look at working groups with the Champions. The children will also be asked questions (will take place in school). Consulted with children and will create a pupil council and every child can be involved.

## **8. PEF: Pupil Equity Funding**

Funding was allocated in April and a certain amount of money is allocated to the school. Calderwood will receive £49k. Will work with children to understand equity and what that means and what does it look like for Calderwood. PEF Leads – not just about spending the money but being an equitable school so looking at ways to spend the money i.e. resources, supporting children to attend trips, afterschool clubs etc. Will be putting out a questionnaire to parents to obtain views. Is there an opportunity within the parent council i.e. a dedicated person(s) as a liaison or contact for parents? Yes, there will be a requirement for community contacts. An invitation will be put out via the parent council.

There was a question on whether families are kept in the same house and, yes they are.

## **9. Events: Sports Day & C in the Park C in the Park (17<sup>th</sup> June) – 1pm to 3pm**

Require support with Fayre Games, East Calder Clubs (dance, activity group to run a session and Miss Burton will speak with Eddie Goodfellow and also looking for parent recommendations and food stalls. Fayre games are required. Miss Burton would like to have it in the Calderwood Country Park going forward to celebrate the end of the year but will be in the school grounds this year. Children will be advised

next week and will be like a festival and will have performers and support from the local community and will be different events through the school such as face-painting and a bouncy castle. The cost per adult will be £5 (1 child for free) and cost per child will be £2. The Calderwood Parent Council will look at doing a bucket collection.

### **Sports Day (26<sup>th</sup> May)**

Poster coming out shortly which has been designed by pupils and Sports Day will be in the afternoon and parents can attend. Highland Games won via the questionnaire and children will compete in their House. The Parent Council will look to buy a House Trophy, medals, stickers and wristbands for winners and for participating children. Children will be able to opt-in or opt-out of races and children can choose what they would like to learn on PE days. Refreshments – stall required and can be organised by Parent Council.

### **10. RSHP Curriculum – Relationships, Sexual Health and Parenthood**

Nationwide resource most schools use and provide the children with up to date and rounded information.

Content will be:

- Age appropriate from nursery to senior children;
- Taught via activity packs and PowerPoints which the Champion will follow to ensure consistency of messages and learning;
- To keep children safe and using the correct language around body parts, friendships and relationships;
- Provided to parents via a leaflet for learning at home and there will be a link shared via the blog. Parents can get in touch with their child's Champion if they have any questions or concerns.

### **11. Afterschool Club / Simply Play**

A poll was raised via the Calderwood Primary School Facebook page on 21 April to gauge numbers and interest if Simply Play were to provide transport to their premises on Main Street. The results were:

- Already use Simply Play = 14
- Yes, would use Simply Play if transport was provided = 24
- Yes, but would prefer in-school provision = 32
- No, would not use Simply Play = 21

The next step will be to set up a meeting with Simply Play. Lisa Gibson and Toni Glen will attend with a representative from Calderwood Primary and an update will be provided in due course.

### **12. Treasurer Update**

Magic Miles final amount is £6,376.35 and the current balance of Parent Council account is £7,156.56. Spending of Magic Miles funding is still being considered and will be requested via the Parent Council. The school will look at the parent council funding to subsidise trips i.e. to support paying for a bus. Miss Burton to provide the gaps of funding and parent council can take that forward through Clan Reps to agree where funds go. Will create an annual plan for fundraising which will commence next year and Miss Burton would like a group of parents to help create the plan. There is also the opportunity to fund the P7 hoodies and for the children to do their own fundraising which can be used for a party or a trip.

### 13. AOB and Date and time of next meeting

Calderwood Couture: There was a request for a change of jumpers to zippers which will be considered as it will change the school uniform.

High School: Miss Burton is not aware of any updates on the new high school.

Next Meeting: Will look to have another PCM in June. Meeting is required for parent council members to agree the constitution, charity status and roles for next year. Will add to the agenda roles for anyone who wishes to participate next year.

What is the Parent Council?: Need to think about requirements for parents to understand what parent council is via an online information pack. Slide to be included from Tim Ozdemir.

### Questions taken offline

Communication Threads: Miss Burton will look at the volume of updates and noted Friday's are usually a busy day for sharing learning.

School Uniform for next year: There will be no change to the school uniform and children will continue to wear PE Kit on PE days. P7's will have P7 hoodies. This will be communicated via the Calderwood Chronicle.

Creation of Pupil Council: This is in hand for next year and all children will have the opportunity to join a mini camp leadership group including a pupil council.

School Uniform Shop: This is in hand and will be communicated via the Calderwood Chronicle.

Afterschool Care in-school: There are ongoing discussions and further information will be shared in due course.

### Actions from Meeting (will be added to the master Action Tracker)

Agenda Item	Action	Action Owner
<b>PEF: Pupil Equity Funding</b>	Is there an opportunity within the parent council i.e. a dedicated person(s) as a liaison or contact for parents? Yes, there will be a requirement for community contacts. An invitation will be put out via the parent council.	Parent Council to confirm
<b>Sports Day</b>	Parent Council to set up a refreshments stall	Parent Council to confirm
<b>C in the Park</b>	Parent Council to set up a bucket collection	Parent Council to confirm
<b>Afterschool Care / Simply Play</b>	Lisa Gibson, Toni Glen and representative from the school are to schedule a meeting with Simply Play to discuss transport facilities	Lisa Gibson / Toni Glen / School Rep

<b>Funding Gap</b>	Miss Burton to provide the gaps of funding and parent council can take that forward through Clan Reps to agree where funds go.	Miss Burton
<b>Annual Fundraising Plan</b>	Will create an annual plan for fundraising which will commence next year and Miss Burton would like a group of parents to help create the plan	Miss Burton
<b>What is the Parent Council?</b>	To provide an information pack which will be available to parents online.	Tim Ozdemir
<b>Communication Threads</b>	To look at reducing or condensing communications on Twitter	Miss Burton
<b>School Uniform for next year</b>	Will communicate to parents via the Calderwood Chronicle	Miss Burton
<b>School Uniform Shop</b>	Will communicate to parents via the Calderwood Chronicle	Miss Burton

**Minutes: Lisa Gibson**