

Calderwood Primary Parent Council (PC) Meeting



Meeting Details

Date: 4 November 2025

Time: 18:00 – 20:00

Venue: Calderwood Primary School

Chair: Jo Ferguson

Present:	Avril Mackay (zoom)
Miss Burton - Head Teacher	Vanessa Slater (zoom)
Mrs Drummond - Acting Deputy Head Teacher	Fiona Hogg - Secretary
Jo Ferguson - Chair of Parent Council	Toni Glen (zoom)
Kate Robertson - Vice Chair	Susan Brown - Nursery Comms
Suzi Dear - Vice Chair	Claire Raeburn (zoom)
Joan Wilson	Katie Renault (zoom)
Kelly Gilpin	
	Apologies:
	Lucy Wright
	Mica Burns
	Leeanne Bradley
	Rianne Donnelly
	Sarah Strevens

Item	Topic
1	<p>Welcome & Review of Actions</p> <p>Jo Ferguson welcomed all and confirmed the agenda for the meeting was shared on the PC Facebook page and parents Whatsapp group chat. Jo confirmed meeting minutes will be issued after the meeting. All apologies noted in the table above.</p> <p>Jo noted the actions will be reviewed following meeting. PC Actions Log</p>
2	<p>School update</p> <p>The Calderwood Chiefs presented the attached school and nursery update:</p> <p>School and Nursery Update</p> <p>Mrs Drummond highlighted that attendance is something the school is reviewing this term and that it is a key factor in young people's success. The school will write to families to update them on current attendance rates. She added that the school is handing curriculum to P6 on a Friday morning as a trial, to see if it encourages more children to arrive on time on Friday mornings, with a focus on promoting creativity and curiosity.</p> <p>The Calderwood Chiefs thanked the Parents Council for funding for playground storage, fruit for snacks, cups, and Christmas party prizes and snacks.</p> <p>Miss Burton advised there is no council guidance on Seesaw posts for P1-3 but the school looking at setting its own guidance on this. She added that the school is also looking at utilising My world of work, but noted that only pupil log-in is available, there is no teacher log-in. Miss Burton added that devices have returned to school following the cyber attack, with Netbooks used for P4-7 and Ipads for P1-3, so parents should see activity with these pick up.</p> <p>Mrs Drummond highlighted the school have started to use Wow travel tracker (park & stride) so children can track how they get to school.</p>
3	<p>Nursery Update</p> <p>Miss Burton highlighted that the nursery are looking at Seesaw and noted that the council guidance for updates is for Preschool - 2 numeracy, 2 literacy, 2 health and wellbeing & 1 other curriculum area per term, and for Antepre -1 numeracy, 1 literacy, 1 health and</p>

	wellbeing & 1 other curriculum area per term.
4	<p>Treasury Update</p> <p><u>Treasurer Report</u></p> <p>Jo noted the treasurer report is at 13th January 2026, and that the balance in the bank account is now £12,207. This has primarily been raised by 3 fundraisers - Halloween (which raised £1658 through ticket sales and tuck shop), the Christmas Fayre (which raised £3110), and the prize draw (which raised £3588). Jo expressed thanks to Kate, Frazer Paterson and Jenny Khare for their work on the sponsorship for this year..</p> <p>Jo advised that funds allocated as per the following: running costs topped up, 15% to equity pot, 15% to nursery pot and 70% to school pot. Jo confirmed that the cost for the sensory items Mrs Drummond requested will come from the equity pot. Miss Burton mentioned school trips are now also being organised so some funds may be requested in relation to this.</p> <p>Jo confirmed the playground equipment vote has just passed so the school can look to order, and asked Mrs Drummond to share a list of sensory items required for order. Miss Burton added that Mr Docherty would also like to request funds for dedicated outdoor P.E. equipment (likely around £1500). The nursery will also be looking for resources shortly. Kate noted that the Parents Council would also look at reaching out to the community for item donations where appropriate.</p> <p>Miss Burton will ask the nursery to make a list of the items they require (plants and lamps) and contact Susan.</p> <p>Jo highlighted that the Treasurer's Report notes a discrepancy with the accounts, with more money (£277) is held in the account than records show. She added that Mica will investigate and correct for March the meeting.</p> <p>Miss Burton noted that the Sumdog renewal for p5-7 will be around £1000 this year, and asked if the Parents Council could look to split the cost with the school. Suzi asked if Sumdog could be used for younger children. Miss Burton will look into getting a quote to extend this to cover P3-4 as well.</p> <p>Miss Burton agreed the school will look at sending guides and expectations when sharing log in details for Sumdog, Languagenut etc with parents.</p>

5	<p>Spring Fundraising</p> <p>Kate confirmed the Parents Council is looking to run the sponsorship spectacular again this year (which raised over £4000 last year). Kated asked if the Parents Council print sponsorship forms, is the school willing distribute the forms for w/c 16th March - Miss Burton confirmed that would be acceptable. Kate noted the donation money will be paid straight into the Parents Council bank account, but could the school have a box to collect forms from children detailing what they have done. The Parents Council will purchase book tokens to be used for prizes for each stage for the most innovative ideas, and that the remaining Sponsorship will fund this.</p> <p>Kate added that the Parents Council is looking at producing an end of term tea towel, either one per year group/per class, and asked for support from the school for children to draw self-portraits. Miss Burton confirmed the school would be willing to support this. Timeframes for this would be around mid-May for pictures to be complete, with the teatowel to be ready for the end of term. Kate added some research is needed on the available options.</p> <p>Other fundraising ideas, such as an end of term tuck shop, were discussed. However, concerns were raised by Miss Burton in relation to the School healthy eating agenda and allergies, and it was agreed not to progress at this time.</p> <p>Kate asked to confirm dates for halloween discos following the same set up as this year - P3/4 and P5/6/7 discos to be held on Thurs 29th Oct, and P1/2 parties on Friday 30th Oct.</p> <p>The date for the Christmas fayre was also confirmed as Fri 27th Nov, from 1-4pm.</p> <p>Kate raised the outstanding request in relation to a clothing bank being located in the school playground. Miss Burton advised she will follow up on it.</p>
6	<p>Safer Approach to School Group Update</p> <p>Jo and Suzi expressed thanks to Naomi Gregg for all her work on the safer Approach to school working group.</p> <p>Suzi noted that there have been 12 near misses at the entrance to school since Jan 2023 recorded by the Parents Council mailbox and that Katie was advised by Greg Welsh on the</p>

4th Dec that the crossing attendant appointment was 'nearing completion'.

Suzi asked about the School travel plan - Miss Burton advised she has looked at what was handed over from Mrs Ross, and this will be published on website and blog, and added to the chronicle.

Katie confirmed that the council has authorised 'school keep clear' markings and a job is to be raised to be put in place. The working group has been advised that as the road has not been adopted by council, so double yellow lines are not currently possible.

Suzi highlighted that the boulder and double build outs cause more confusion for drivers and pedestrians and that the road safety team will carry out a review to determine if they are safe. Sterling Development had advised that the build outs were part of the master plan, so cannot be removed as they are part of safety measures.

The council will ask Sterling developments to complete the pavements around the school (and also the build outs but this will be challenged by the safer approach to school working group).

Suzi added that the group have comms and asks in relation to the town square application ready to go, and have also asked the residents committee to support and review these asks.

Suzi advised the next steps will be for her to pick back up from a Parents Council perspective with Greg Walsh, to look at contacting Places for People in writing to ask them to remind residents about parking outside the flats, and to continue to lobby Sterling Developments and the council around what else can be done to make it safer for children to walk to school.

Vanessa noted that if the flat residents stop parking outside the flats and there are no double yellow lines outside the flats, will parents park there instead, especially if there are zig zags on the road outside of school.

Suzi also highlighted the challenges with seeing car park space lines and asked who would be responsible for painting these. Miss Burton will check with another school who has recently done something similar about painting lines in car park.

7	<p>High School Catchment Update</p> <p>Jo provided an update on the High School catchment review. The pre-consultation was held mid November to December and the findings shared w/c 5th January and taken to the education executive the following week. They recommended that the consultation is paused, primarily due to the Calderwood Residents Association (CRA), Parents Council and the wider community making noise about the proposals. Jo highlighted that 444 people attended the consultation meeting at Calderwood primary, and 420 emails from residents and an 80 page submission from the CRA were submitted to the council as responses to the proposals. Jo noted that this does not remove the challenge that exists in terms of future school capacity, and the council have confirmed that although the current P6 cohort will now also attend West Calder High School, there is not capacity currently for future year groups.</p> <p>The next steps are that the CRA have arranged a meeting with the council mid February, Greg Welsh, Lisa Maria Purdie (head of Primary for WLC) and Andrew Cotton have agreed to attend the next Parents Council meeting on 17th March.</p> <p>Jo asked if the Parents Council feel the 17th March is suitable timewise, noting there are benefits to having the meeting later, such as being able to follow up on points raised from the CRA meeting the month before.</p> <p>Suzi also noted that Parents Council have been invited to the meeting with CRA in February to represent the school parent body.</p> <p>The Parents Council agreed meeting on the 17th March is fine, and will take it offline to discuss how to manage that meeting. Jo will speak to Lisa Marie about expectations and purpose around the meeting as well.</p> <p>The Parents Council expressed their thanks to CRA for the work they have done so on the catchment review.</p>
8	<p>Working Groups</p> <p>Working Groups - Susan will pick up with Miss Burton on the ASN working group, and Jo will pick up with Miss Burton on the mobile phone working group.</p> <p>JO noted that the Parents Council will continue with the 2 current working groups, the look at</p>

	<p>new groups following the AGM to align with the school improvement plan.</p>
9	<p>AOB</p> <p>Twitter/X</p> <p>Concerns have been raised by the wider parent body about the school's use of X, especially given the recent AI developments in the news. The Parents Council recommend that the school discontinue the use of X, and Miss Burton confirmed they are able to do this. The Parents Council also noted that they are supportive of the recent developments within the school whereby parents/carers are asked to sign-in when attending school events and encourage the school to continue with this practice to increase security. Concerns have also been noted in relation to the school day and calendar being shared on a public blog, rather than a parents only portal or shared by email.</p> <p>PE Days</p> <p>Some parents have reported that the recently published class PE days are incorrect and children and being advised in class of this change. Miss Burton will check with staff as she believes the recent list issued should be correct. It was asked if there is a reason the PE days change each term - Miss Burton explained this is due to the public holidays often falling on Mondays so it ensures that it is not the same clans losing their PE days or teachers losing non-contact time. The Parents Council asked that this rationale for change be communicated to parents in the future.</p>