Paradykes Parent Council

AGENDA for Meeting 25/10/2023

| **Agenda 25/10/2023** | | | |
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| 1 | Welcome, Introductions and Apologies | FS |  |
| 2 | Approval of minutes of previous meeting – 12/09/23 | ALL |  |
| 3 | Update on actions from 12/09/23 | Enquire about online hoodie ordering | GM |
|  |  | Cancel Tempest/book Coldwells | HR/JH |
|  |  | Organise Beetle Drive | JH |
|  |  | Enquire about locating clothes bank in car park | HR |
|  |  | Communicate pick up arrangements | HR |
|  |  | Collate list of local activities/enquire about taster sessions | GM |
|  |  | Organise in person Book Fair | LS |
|  |  | Identify Spending priorities for £2500 donation | HR |
| 4 | Treasurer's Report | EH |  |
| 5 | Head Teacher's report | HR |  |
| 6 | Upcoming Events – Movie Night, Christmas Fair, Family Movie Afternoon, Highland Fling | FS/JH |  |
| 7 | Update on Beeslack High School | FS |  |
| 8 | AOB | ALL |  |
| 9 | Date of next meeting – on Zoom |  |  |

MINUTES from Meeting **25/10/2023**

| **2.Attendees: Fin Speedie (Co-Chair/Co-Secretary), Jennifer Hurst (Co-Chair), Emma Hay (Treasurer), Georgina MacLeod (Co-Secretary), Helen Reed (Head Teacher), Jennifer Sommerville (Deputy Head Teacher), Lynsey Stewart (Principal Teacher), Emma Hodgkinson, Caroline Linton, Małgorzata Kwasniewska, Stacey Waite, Claire Moffat, Jamie McQueen, Nicole Bald, Laura Collin, Ester Vizcay**  **3.Apologies: Laura Hay, Nicola Robertson, Jill Hyson, Ann Curran**  **Minutes:** Georgina Macleod  **Distribution:** To all attendees & apologies. |
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| **25/10/2023** | |  |  | |  |
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| 1. | FS welcomed everyone to the meeting, All attendees introduced themselves and All attendees introduced themselves | | |  | | |
| 2. | Minutes of previous meeting (12/09/23) were approved by Emma Hay and seconded by Claire Moffat | | |  | | |
| 3. | Updates on actions from previous meeting:   1. P7 hoodies. GM updated that PPE will be able to place hoodies online but specified that they would need to place initial hoody online and stop ordering for the bulk initial hoody order. We need to explore how it could work with parent council funding half of the first hoody per child and that no one misses out. Gm to discuss how this can be handled. Gm suggested they have a special price for one 2. Photographs, Tempest have been and new photographers organised for 26/10/23. Schedules have been sent, volunteers coming in to help the children before their photos are taken. The photographers will take sibling photos first and then individuals, then runners will fetch children from classes rather than whole classes at a time. Mop up appointments can be arranged to be taken at Dalkeith studio as well as retakes if not happy with photograph. 3. Beetledrive was success, not as many people attended as expected, however we got good feedback and everyone enjoyed it. Tuck shop was a success, cash machine was used and went well. We had a number of families coming along and was nice to see new faces at the event. Suggested that next time we do beetle drive that classes have practice in school to gain familiarity of the game. 4. Bags2school collections. HR emailed Gillian Bahgate who advised that estate services should be contacted. Pete emailed and all seems fine to place the new clothing bank at the bike shed at the back, the only concern raised was fire hazard, however the chosen location is covered by CCTV. They asked for contact number in case the bank is too full. HR to send email confirmation to Emma Hay so we can give go ahead to clothing bank who will be able to deliver. Bags2school collection is still in place for 15th November, will do usual drop off procedure. After this collection then will switch to clothing bank. 5. Pick up changes, a lot better now at pick up times and less stressful. Moving P4s to the other door has made the playground less congested and using the middle doors for p1 and p2s has made it easier. 6. List of local groups/activities, not moved on since last meeting. Still worthwhile doing, suggested that parent council put out a form online to parents to ask about groups etc to share knowledge. CM offered to help with collating list. 7. Book fair has been organised for near summer time next year, this should be in person around the parent consultations next year and will allow for parents to take their children around the book fair instead of with their classes. 8. Donation - spending. HR informed that this has been raised at business meeting but not with children yet. Would like to look at spending on playground equipment and letting pupil power groups decide with a budget. Playground generally to be assessed by midlothian which Helen is arranging - so will wait to see what comes out of this review as may require a longer term plan for ensuring its fit for purpose and can tackle it bit by bit. Other ideas/thoughts for funding spending include p1 specific equipment and outdoor storage boxes, headphone with mics for chromebook app for literacy, expressive art rooms guitar stands, food prep for stem room (kitchen resources) which Cherry is pricing up, reading book for class libraries. Emma Hodgkinson spoke of first chapter fridays where first chapter is read then book in class library for those who want to carry on reading.   Discussion held on non fiction books for reading - mentioned very difficult and inconsistent for the reading stage, including very difficult and complex words. HR explained that teachers have raised this. However given the parent council are assisting with funding for other items meaning the school are able to use their own funding for learning resources such as books. LS mentioned that they do intend to review the books in place. MK suggested that parent council or school reach out to ask if families have any Biff,Chip,Kipper books which could be donated which could be used for learning resources. Suggestion from Laura Collins that school could put out a request to families for books and where there was duplication or books not suitable they could be sold on pocket money stall at Christmas fair. | | |  | | |
| 4. | Since the last meeting on 12 September we have had some movement:    Incoming Payments -  • £20 kind donation from a parent for raffle licence fee  • £2,284 towards IQ card payments ( invoice is still to be received)  • £100.69 from sales at tuck shop at Beetle Drive)    Outgoing Payments –  • £151.16 Beetle Drive Expenses  • £84.24 Christmas Fair Tokens  • £16.45 IQ Card Postage ( to be deducted from invoice)    We do have some payments still to be made -  • £19.94 was paid to Midlothian Council for the hotdog rolls for the summer fair – to date the cheque has still not been cashed.  • £20 to be paid for a lottery licence Oct.  • Approx £1,700 invoice for IQ cards  • £2,500 agreed to school for wish list      As of 25th October we have £7,451.49 in the bank, however,we have the above payments to pay out.    So, the current amount available in the Account is **£3,211.55.** | | |  | | |
| 5. | Headteacher Report 25/10/23  Staffing  Congratulations to Mr and Mrs Scott-Stirling on the safe arrival of baby Libby - we can't wait for her to visit Paradykes!  Mrs Emma Stables will continue teaching in P5/6 until Ms Caroline Brownsell returns after Chritsmas.  Mrs Pam Montgomery, Learning Assistant, has worked with us on a temporary basis for 4 years so she will now be made permanent member of Midlothian - we are delighted!!!  We will shortly be advertising for another temporary LA for 2o hours a week. Hopefully, the advertising, interviewing etc will be completed so that the successful candidate can start after Christmas.  School Improvement  As shared at the last meeting, the school focus for the year continues to be raising attainment by developing our learning and teaching, our literacy and numeracy, and focussing on raising attendance.  We will also be looking at ways to engage with our families through a range of activities and begin to look at relational practice across the school.  So far:  • We have shared with each other how we teach writing, sharing ideas and strategies  • All teaching staff have received training on Midlothian's new Reading Progression. This should help us ensure that there is consistency and progression across the whole school.  • We will be a pilot school for Midlothian's new Listening and Talking Progression.  • We have set up and created action plans for each of our improvement groups - literacy, numeracy and nurture.  • We have begun to look at relational practice - the first part is to look at our school's vision and values. Jen has gathered views from teachers, children and parents. We still need to gather them from LAs and our partner agencies and then Jen will gather a group to take all the ideas and suggestions forward. We have had over 20 parents who have requested to be part of the group!!  • Teachers had their Emergency First Aid at Work training on Monday (LAs have already received this)  New P1 Open Morning/Afternoon  We will be holding an Open Morning and an Open Afternoon, each for an hour, on Wednesday 15th November for prospective P1 parents for August 2024. They will be given the opportunity of a tour around the school with P7 guides.  Nativity  After lengthy discussions we have decided to still go with a P2 Nativity Performance but have made it much simpler to organise and rehearse. Jen, Charlotte and Ros are very proud that they have created their own version - much hilarity was heard coming from Jen's office yesterday when they were putting it together!! P1s will be supporting with the singing of the songs.  Question asked of date for nativity - which will be set soon and communicated to parent as soon as possible. | | |  | | |
| 6. | Upcoming events  Movie night  p5/6 - JS to send letters out this week, children will be invited to attend, £1 per ticket and children will get a snack and drink (will stick to Natashas law snacks). EH to source juice cups. Need to arrange snacks for event and prepare them, source red carpet. Children will be invited to wear what they want, can dress up for movie night or wear their pjs. Around 80 children in P5 and P6.  Christmas Fair  Need to set up sub committee, GM to send email to all parent council email list informing of subcommittee and first sub-committee meeting which will be held on 1st Nov 2023 at 7.30 on Zoom. A number of people have offered to get involved.  Laura Collin offered to handle the pocket money stall, asked EH to send details of where items have been sourced in past so she can start with stock for the fair.  FS explained that a number of meal vouchers have been donated by local businesses thanks to Emma and Jennifer contacting for support. Laura Collin offered to donate an under 5 Gymboree class for the raffle prize.  1st December will be dress down/tombola donation/enterprise day - can sell raffle tickets when parents in for enterprise day.  Suggested that a group call is sent out requesting anyone with local business who may have a raffle prize for the fair they would be able to donate.  Discussion around communication that leftover summer fair tokens could be spent at the christmas fair and vice versa.  Tokens can be bought in advance and on the day, card machine will be available.  Decision made as payments will be handled via tokens that we will not have community sellers at this years fair as it would mean a mix of cash and token payments.  Enterprise stalls run by the children should keep any tokens received and parent council will pay equivalent in cash to the classes.  JH to ask Santa to come to this years fair, if not available then backup Santa may be available (speak to Laura Collin if required).  Agreed a budget of £1,000 for fair expenditure (same as last year)  Family movie afternoon  Will be held on Friday 15th December, will use bleachers in main hall, sell for £1 per ticket and can redeem against snack/tuck shop. Suggested could sell family tickets at a capped price e.g. £4  Highland Fling disco  Need to arrange ceilidh music and introduce the children to some dances ahead of the disco at end Jan. LS offered to assist arrange showing the children some dances. | | |  | | |
| 7. | Beeslack Consultation  FS explained that consultation held recently covered only the new beeslack replacement school and no discussion on Penicuik high school changes. The catchment for beeslack replacement will include paradykes and loanhead primary. All penicuik schools will be feeding into the refurbished penicuik high school, which will be getting  Building work to be completed by 2026 and then pupils moved in the following academic year (2027) and will not move students going through exams to minimise disruption. Discussion held around the “sibling” guarantee however this only caters for a certain age gap.  School transport may be an issue - the catchment is within 3 miles of the new site - which means that school buses may not run to the new school from Loanhead. Need to ensure safe routes to school and if no safe route then push for transport - parent council to keep eye on further consultations regarding the new school, transport and also proposed new development at straiton which may also impact local schools. | | |  | | |
| 8. | AOB  Recycling  Question raised about recycling in the school, currently only paper, is there anything which can be done to expand what is recycled? JS explained that less bottles are being used and more reusable cups which helps to reduce waste.  HR to look into plastic and glass recycling, Pete to investigate.  Discussion held about recycling initiatives which could be deployed however some are costly. Suggestion of collecting crisp packets as this has been done in the past. HR suggested employing the pupil power group to look into recycling.  Christmas parties and Nursery Christmas gifts  Parent council agreed to fund the class christmas parties and nursery Christmas gifts, at same value as previous year per child. | | |  | | |
| 9. | Next meeting to be held on Zoom at 7pm on 30/11/23. GM to send out details to parent council email list. | | |  | | |

| **Actions** | | **Owner** | | **Target Date** |  | |  |  |
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| 25/10/2023 | | | | | |  | | | |
| 1 | Speak to PPE about ordering process and discounted jumper | | GM | Next meeting | |  | | | |
| 2 | send confirmation from Estate Services about location of clothing bank | | HR | Next meeting | |  | | | |
| 3 | Arrange clothing bank delivery | | EH | Jan | |  | | | |
| 4 | Send online form to collate local groups/activities from parents | | GM | Next meeting | |  | | | |
| 5 | Confirm spending priorities for donation | | HR | Next meeting | |  | | | |
| 6 | Send out letters for movie night to p5/6 classes | | JS | 01/11/23 | |  | | | |
| 7 | Arrange, purchase and prepare snacks for movie night | | TBD | 15/11/23 | |  | | | |
| 8 | Send Laura details of pocket money stall | | EH | ASAP | |  | | | |
| 9 | Arrange sub-committee zoom meeting for christmas fair | | GM | ASAP | |  | | | |
| 10 | Ask Santa to attend Christmas Fair |  | JH | ASAP |  |  |  |  |  |
| 11 | Look into recycling at school and ask pupil power group to investigate |  | HR | Next Meeting |  |  |  |  |  |
| 12 | Look out for consultations on replacement Beeslack and new housing development | | All | Ongoing | |  | | | |
| 13 | Parent council to send money for christmas parties/nursery gifts | | EH | December | |  | | | |
| 14 | Look into showing children some ceilidh dances | | LS | January | |  | | | |
| 15 | Send meeting link for November parent council meeting | | GM | November | |  | | | |