**Gordon Primary School Parent Council**

**Friday 8th September from 1245-1345**

**Note of meeting**

**Present**: Lucy, Suzie, Sabine, Fiona, Sam, Roni, Anna. Yvonne, Louise, Mr Wilson, Mrs Keddie

**Apologies:** Anna C, Leona

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| **1.** | | **Welcome and apologies**  All were welcomed to the meeting. |
| **2.** | | **Minutes of last meeting and actions arising**  Minutes from the AGM were agreed. | |
| **3.** | | **Chairs’ Report**  Noted there was little to report at this stage. Co-Chairs will be attending Connect training. There will be an update from Lauren regarding goalposts etc. soon. | |
| **4.** | | **Head Teacher’s Report**  Held over until later in the meeting once Mr Wilson arrives. | |
| **5.** | | **Treasurer’s Report**  Leona provided the Chairs with a written update since she was unable to attend.  Since the last meeting, £45.20 has been received from Rag Bags and an interest payment of £14.84. Currently there is £5,251.62 in the bank account and all issued cheques have now been cashed.  Mandate has been completed and sent off to RBS to remove Gill and Maria as signatories and add Leona. At present, Yvonne remains a signatory and it would be beneficial to have the Chairperson added too. Leona will action this once she has had confirmation that she has been added. | |
| **6.** | | **Fundraising**  Some updates were provided on money raised in the last few years. Playground Pennies were added to the bank account; Just Giving money was to be spent on the playground. School sports kit has been purchased. **Action: photos of kit to be taken and passed to Flower Show Committee.** Agreed that any grants received going forward should be clearly recorded (how much, where it is from, what it is for).  Football draw has offered to put money to the school. Separate sub-account to be set up. Suggestion to speak to Jack regarding funding options.  Sub-committee to be set up for fundraising. Gemma Cargill, Catriona White, Mariana, Yvonne, Fiona, Nikki and Louise all volunteered to help.  Some potential ideas were suggested:   * Film night * Halloween disco (with less sugary sweets) – agreed date should be 27th October * Monday toast (Mariana to organise rota; this can start whenever suits, with whatever money raised going to help fill the snack boxes in the classrooms) * Calendar including photos the children have taken (photography to take place next term) * Last year Christmas cards/mugs etc. was organised by the school; suggested tea towels this year. **Action: Fiona to follow up** * Squares * Christmas Fayre – Nikki noted many of the weekends in December already have craft fayres happening; suggested charging £15 per table and asking traders to donate a raffle prize | |
| **7.** | | **Future funding needs**  Teachers had supplied Mr Wilson with a wish list, which includes listening centre with headphones and storage box for garden tools. Suggestion to give each class £150 to spend with receipts passed on to the Parent Council. Noted Easy Fundraising page should be used where possible. Some uncertainty whether money was handed out last year. **Action: treasurer to check bank statement for £600 withdrawn between June and August 2022.**  Another goal and basketball hoop for the MUGA was considered before, but noted the need to go through SBC procurement process.  Noted Read Write Inc had been purchased for the P1/2/3 in Earlston and Gordon (cost of £500 each). Asked if Parent Council would like to fund this, since it is more of a ‘big ticket’ item, which is more in line with what the Parent Council should be buying. There was some agreeing to this suggestion.  Questioned whether the school knew what buses would be required over the coming year. Noted rugby, hockey, sports hall events plus the school trip. Noted swimming was expensive financially as well as resulting in a lot of learning time being wasted.  Hoodies for P7s would need to be bought. | |
| **4.** | | **Head Teacher’s Report**  Once the position with Mr Devlin is known, the depute head teacher post can be considered. Noted GK has previous experience in nurture and is bringing new ideas into the schools.  Noted COVID is starting again. Works to extend the school kitchen are ongoing.  Later this term will be the Turner Prize showcase (opportunity for Parent Council to offer tea and coffee in return for donations).  Some discussion around School Improvement Plan (SIP). **Action: KW to send SIP out to parents again.** There is a one page overview to highlight the key points. Noted the Earlston cluster is focusing on numeracy, using the Concrete Pictorial Abstract approach (more info online: <https://www.twinkl.co.uk/teaching-wiki/cpa-maths>)  Staff empowerment groups are looking at various topics, including health and wellbeing, digital inclusion and the United Nations Convention on the Rights of the Child.  GK is leading on partnership working, developing links between the school and the community (bowling club, community council, etc.). | |
| **8.** | | **Wildlife Garden**  It has been recognised that the children must take more ownership of the garden. Nursery and the little class will be going to the garden every Wednesday morning to carry out maintenance. Children who would benefit from the health and wellbeing aspect the garden will provide, will also have the chance to go there every Wednesday to do some planting, etc. Noted the bird boxes and polytunnels would need to be erected early next year.  It would be useful if adult helpers could do some strimming (Fiona’s husband has offered to strim this time). If anyone would like to help with the children in the garden, they are welcome, but PVG would be required.  Noted Borders Forest Trust could also be used, since they offer some education sessions. | |
| **9.** | | **Any Other Business**  Noted some concern over the amount of vehicles (and caravan) permanently parked at the school, reducing spaces for teachers and parents. It is a public car park, so it is not thought anything can be done.  School will take any Halloween costumes which have been outgrown to allow them to be passed to others. | |
|  | | **Summary of Actions**   * Lauren to provide update on costs etc. for goals for MUGA * Photos of sports kit to be taken and passed to Flower Show Committee * Fiona to follow up on details of company who dealt with tea towels * Leona to check bank statement for £600 withdrawn between June and August 2022 * KW to send School Improvement Plan out to parents again. | |