**Gordon Primary School Parent Council**

**Tuesday 7th November from 1830-1945**

**Note of meeting**

**Present**: Lucy, Suzie, Leona, Fiona, Anna C, Yvonne, Louise, Mr Wilson, Mrs Keddie

**Apologies:** Moira,Catriona,Anna, Sabina, Sam, Nikki, Mariana

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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 last meeting were agreed. Actions arising:* Lauren to provide update on costs etc. for goals for MUGA – cost of resurfacing the MUGA is approximately £60,000-70,000. A councillor had been asking the Director of Education about the resurfacing. Suggestion that **trees could be trimmed and moss cleared – KW to action**. Noted it was important to keep the MUGA resurfacing on the Council agenda.

There had been a letter from a P7 pupil asking for two new football goals (sturdy, easy to carry) since the current goals are constantly falling apart. Samba goals recommended, and a batch of footballs were also needed. Suggestion that the school’s share of the money raised at Alistair Brown’s Memorial football match could be used to pay for these. **Action: Suzie to respond to the letter and goals and footballs to be purchased.*** Photos of sports kit to be taken and passed to Flower Show Committee – photos were taken of P5s at recent rugby tournament
* Fiona to follow up on details of company who dealt with tea towels – tea towels in progress; final drawings being done by pupils
* Leona to check bank statement for £600 withdrawn between June and August 2022 - confirmed
* **KW to send School Improvement Plan out to parents** again –carried over
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| **3.** | **Chairs’ Report**Lucy attended an online SBC Teams meeting with other Parent Council chairs. Christine Robertson, Quality Improvement Officer, took the meeting. The Chief Education Officer, Justin Sinclair discussed closing the attainment gap. Education is committed to continuous improvement and to close the poverty related attainment gap. The data is collected annually on behalf of the Scottish Government for P1, P4 and P7. Performance in June 2023 showed improvement for the second year running – overall attendance was 91%.Alan Niven from SBC Licensing explained that any Parent Council holding a Christmas Fayre needs to apply for a marketing licence if there are vendors on the premises selling goods to the public. We were previously unaware of this, but have now applied for a temporary six week licence which costs £96. Lucy has received confirmation that the licence will be provided. Noted a three year licence required 21 days’ notice. **Action: consider licensing options for future years.** Noted that proper raffle tickets were needed if sold in advance – agreed to sell raffle tickets on the day.A grant of £150 has been received from SBC to cover printing, photocopying and other running costs.Suzie and Mariana both struggled with booking the hall online (tried twice and neither worked). Questioned whether old booking system would be OK going ahead.**Action: KW to check if Lucy can open the school for Christmas Fayre****Action: Beth to price trolley and tables** |
| **4.** | **Head Teacher’s Report**Noted Cath Lothian has started at the school, working 2hrs Mon-Thurs and Friday. Anne has now retired, so need to consider how to carry out gritting over the winter.Some funding is available for the Earlston Cluster (Scottish Equity Fund ~£18,000 and Care experienced @£12,000). Considering using the money for a pupil support assistant and targeted interventions for those in P1/2 who need more support in numeracy. Hours would be split by need and assessed regularly. Suggestion was made that other approaches may also be useful e.g. music therapy; speech support worker but there needs to be data to back up this suggestion. Noted SBC is looking to address education more holistically, involving social work, youth workers, NHS, etc.A new anti-bullying policy has been released by SBC. GPS plan to send out a questionnaire to parents which will frame the statement for the school (to be sent to Parent Council and then sent out). Anti-bullying theme will be discussed with the children next week; as well as celebrating Scottish Book Week. Pupils will be sked to take photos of themselves reading in unusual places. |
| **5.** | **Treasurer’s Report**Money has been received from Easy Fundraising; Rag Bag and the teas and coffees at the art morning. Money has been spent on the licence for the Christmas Fayre and paying for the bus trip to the Hirsel.Noted six people have paid for their Christmas table so far. Current balance £5,429.94.Teachers’ wish list: confirmed last year’s money was received and was spent on various items. KW to talk to teachers and work out what the school can supply from the list. Suggested the Parent Council could pay for headphones and stylus, as well as a storage box and tuff tray. Suggestion to put the **toys wish list on Facebook and in the newsletter (action: KW)**. Confirmed support for Nursery and P1/2/3 for Christmas @~£1.50 per child.  |
| **6.** | **Christmas Fayre**Yvonne has offered to bring hot chocolate; Fiona to check craft material. P6s and P7s to helped set up tables on the Friday morning. **Action: KW to check if Lucy can open the school for Christmas Fayre.** |
| **7.** | **Alphabet Draw**Gordon Football Club weekly lottery will bring in some funds. Suzie to bring into the school on a Tuesday and collect on Friday. |
| **8.** | **Alistair Brown’s Memorial Football Match funds**The school’s share of the money raised at the football match is around £900, but the final total is not yet known since donations are still coming in. |
| **9.** | **Any Other Business**Some comments that the school is due a big ‘birthday’ soon. **Action: Leona to check**Toast helper needed for 20th NovemberSuggestion to consider different days/times for open days. Suggested P7s whose parents were not visiting could go to the P1/2/3s to be shown some of their work.Noted the Council had some Multiply funding available to help parents with numeracy skills. |
|  | **Summary of Actions*** KW to contact SBC to get trees trimmed and moss cleared from the MUGA
* Suzie to respond to the P7 pupil’s letter and goals and footballs to be purchased.
* KW to send School Improvement Plan out to parents again
* Consider licensing options for future years
* Beth to price trolley and tables
* KW to put the toys wish list on Facebook and in the newsletter
* KW to check if Lucy can open the school for Christmas Fayre
* Leona to check when the current school was built
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