

**Burnside Primary School Parent Council Meeting Minutes**

**6th November 2024**

**Present:**

Lynsey Shakespeare (Chair)

Lisa Bedwell (Secretary)

Fraser Bedwell (Secretary)

Gayle McDonald (Head Teacher)

David McKenzie (Teacher)

Pamela Dick (Comms Lead)

Julie Brown (Christmas Fayre Co-ordinator)

Laura Taylor

Shirley Lyon

Monica Tinney

Amy Davison

Katy Bhatia

1. **Apologies**

Alise Middleton (Library Co-ordinator)

Lesleyanne Gibson (Pre-loved Uniform Co-ordinator)

Susan Summers (Treasurer)

Libby Urvois

Laura Milne

Charly Cosgrove

Lynn Goodall

Michelle Gallagher

Louise Crolla

1. **Minutes from last meeting**

The minutes from the previous meeting were approved without alteration

1. **Update from Chair**

LS confirmed that all necessary paperwork for the PC had been submitted to OSCR for review for this year.

LS stated she had sent out emails to everyone on the current mailing list to ascertain if a) they wanted to remain on the list and b) to clarifying if they wanted to be a voting member of the PC. LS said that so far 31 people had confirmed they would remain a voting member.

In the Treasurers absence LS provided the **Finance Update** – SS stated that she was still trying to organise the card readers for the Christmas Fayre and would provide LS with an update. SS confirmed that at the time of the meeting the accounts showed the following -

Balance - £7298

Disco - £550 profit made (leftover crisps/juice to go to Christmas Fayre)

1. **School Discos**

School disco on 24th October was a huge success and was well attended by P2-P7. Those adults in attendance commented that there was little in the way of mobile phone activity and therefore praised the school for requesting these were not brought/used on the night. Approx £800 taken and £550 profit made. Next disco will be February for P1-P7.

1. **Christmas Fayre**

JB has had 2 meetings out with the PC with volunteers and stated she feels on track with the event. Following discussions, it was agreed that this year more areas of the school will be utilised for vendors and P7 activities. JB said 11 vendors had confirmed so far, by consensus the decision was made to decline “pocket money” stalls due to their goods being provided by other stalls. JB stated she has had offers from additional volunteers and will be working on a rota to utilise them.

Discussion took place about increasing the presence of teachers/teaching staff at the Christmas Fayre.

**Action**: GMcD will email staff asking for volunteers or attendance. PD will email printing to FB.

**6. Financial Overview**

LS provided in Chair update.

1. **Head Teacher Update**

GMcD stated that over the coming weeks pupils in P3-P7 will be completing questionnaires to inform Wellbeing Trackers. These will help the school tailor support and identify areas of need for each child.

GMcD said the school was delighted to have been given £2000 from the Scholastic Book Fair for the school to spend on new books. She said this was the result of a high level of spending at parents evening. A working party has been formed who will be meeting with students to decide how the money should be spent. Suggestions have included reading materials which include more diverse families.

GMcD also confirmed that TV personality/weatherman Sean Batty will be visiting the school in December (date TBC) for an author visit. He will meet with some P1-P4 classes and will do a book signing.

Nature Rangers

1st cohort of children have completed a 6-week block. Some shelters and structures were dismantled due to being damaged and there are plans to dismantle some of the raised beds in the lower playground. These will be replaced by a new mud kitchen.

Pupil Council

The pupil council met and the overwhelming consensus is that PB money should be allocated to playground equipment (crates/gutters etc). A shed/waterproof unit was also requested but GMcD stated this may not be possible. Students also requested more seating in the playground.

Discussion of areas of need in school –

* Lack of shelter in playgrounds
* Cuts to music provision
* How to increase and protect music provision

GMcD informed PC that a new nuture provision had been set up, called the “nurture nook”. This is a quiet area which can support students with “soft starts” in the morning and/or during break/lunch times. This area provides 1:1 time with adults or support for small groups. It is supported by Mrs Russell and Mrs McDougall. GMcD requested help from the PC to furnish this area with various items and soft furnishings to enhance the student experience.

**Action**: LT raised a suggestion that B & Q offer a scheme for offcut materials, GMcD said she would look into this. GMcD said she was also in discussion with parent SB regarding sourcing tarpaulins for the bankings. GMcD to share list of items for Nuture Nook with LS.

1. **Spending Ideas**

JB asked for an update on the agreed plan to spend money painting a snacks and ladders board in the playground. LS was not aware of this agreement as it preceded her tenure as Chair. Discussion took place around the benefits of actioning this and potentially having other large games in the playground also (chess etc).

**Action**: LS to review previous minutes from 2023/2024 concerning this matter and provide update and/or information on cost.

1. **School Traffic Plan**

GMcD stated that she had tried to source the school’s STP but concluded there was no recent plan or document. Discussion took place around the various traffic/parking concerns and the group agreed that this should be a focus of the school (and parents). Suggestions were made to potentially run a campaign with the Rutherglen Reformer and to continue to use the app to communicate the importance of road safety and keeping the school car free.

1. **Breakfast Club**

LS fed back that a number of parents had requested a review of the start time of the school breakfast club. LS suggested that it commence at 8:15am instead of 8:20am to facilitate public transport services. GMcD agreed to this in principle and stated she would communicate when this was confirmed and could begin. GMcD updated the PC that there has been a proposal by SLC that there will be a charge of £1.50 for all children attending breakfast clubs each day. She stated this was at consultation stage but if approved will be implemented from August 2025.

**Action**: GMcD to confirm when new start time can commence.

1. **Twitter/Photographs**

LS raised feedback from parents who decline permission for their children's images to be used on Twitter or published. LS stated these parents would like to see their children's activities and events in another manner (Google classroom etc). GMcD and DM acknowledged there was mixed use of Google classrooms by teachers.

**Action**: GMcD will feed this back to staff and encourage all teachers to share photographs and information on appropriate forums for all parents.

1. **AOB**

Dates of the nativity/Christmas shows were confirmed – P4 nativity and P5-7 will take place

On Monday 9th Dec 1:45pm and Tuesday 10th Dec 9:30am and 1:45pm, P1-3 show will take place on Thurs 12th Dec at 9:30am and 1:45pm. GMcD informed PC that tickets for this year's shows will be free of charge stating that donations can be given for programmes bought on the day.

Discussion took place around having a food bank drive at the shows however it was agreed that this should take place in January when donations are generally lower for the local food bank.

Issue of use of Parent Portal was raised, GMcD stated that despite the school's best efforts many parents have not signed up to the service meaning the app is still being used for communications. GMcD said the school have tried various methods to increase uptake but are open to suggestions. She acknowledged that there are some IT issues where personal information can be seen after logging in to the Parent Portal which poses potential security issues.

KB provided feedback regarding the quality/set up of the recent school portraits. KB stated that many parents were not keen on the props used (too young for the senior students) and the background not being adaptable online. In previous years parents were able to change backgrounds.

Action: GMcD said she would look into this and speak to the photographer concerned.

1. **Date of Next Meeting**

Monday 2nd December 2024 @ 7.10pm