



**Burnside Primary School Parent Council AGM & Meeting Minutes
4th February 2026**

Present:

Lyndsey Shakespeare (Chair)
Gayle McDonald (Head Teacher)
Scott Millar (Deputy Head Teacher)
David MacKenzie (Teacher)
Pamela Carr (Teacher)
Fraser Bedwell
Leszek Pocalun
Nicola Cameron
Monica Tinney
Pamela Dick
Louise Crolla

Apologies

Alison Burns
Julie Brown
Shirley Lyon

1. Minutes from last meeting

The minutes from the meeting on 8th December 2025 were approved without alteration, proposed by Lyndsey Shakespeare, seconded by Fraser Bedwell.

2. Chairperson's Report

Thanks to match funding of the Christmas raffle by Barclays totalling £756, which was secured by Alison Burns, the total from the Fayre was £7300 (including the P7 fundraising).

The Quiz Night takes place at Cambuslang Rugby Club on Friday 27th February. Tickets cost £10 per person and are available from Sweet Pea.

The next school disco takes place on Thursday 12th February. Volunteers are still needed. A reminder will be sent via the PC WhatsApp to remind parents which doors to use. **Action PD.**

The subsequent disco will take place on 4th June, rather than 11th June as initially planned. LS to confirm new date with Gillian and FB to check the revised booking with SLC. **Action LS & FB.**

Alise Middleton has stepped back from running of the library and this has been taken up jointly by Nicola Cameron and Monica Tinney. Four new volunteers have been recruited which means weekly class visits have now recommenced.

Carolyn Patterson has now stepped back from overseeing the pre-loved uniforms and this has been taken up by Alison Burns. The existing stock will be assessed and the current lost property will be reviewed before a fresh call for donations is circulated.

It was agreed that the Parent Council will have a stall at the next parents night on Thursday 26th March to help promote the Council and attract new members. A call for volunteers to man the stall will be issued closer to the time. **Action LS.**

3. Treasurer update

Current PC bank balance following the Christmas Fayre is approximately £11k, but an accurate total will be available upon receipt of the next bank statement. Work continues to open a new account with Virgin Money in Rutherglen. In order to do this we need to review the PC constitution, something that has not been done for many years. LS highlighted that an EGM may need to be called to in order to approve any changes to the constitution. LS will prepare a draft and circulate for comment. **Action LS and all voting members.**

4. Head Teacher update

A new School Support Assistant (SSA) Team Leader, Emma Murray, has been appointed. A new SSA, Heather McIntosh, will start at the end of February. These appointments will ease significant pressure on the school office.

Burnside have started using their new reading scheme, Oxford Reading Tree. This financial year, the school purchased stages 2-6, which roughly covers P1 into P2. They plan to purchase the books for P2 into P3 at the start of the new financial year in April, then the P3 books next April. This has been well received by pupils.

Last year's participatory budget vote was for developing expressive arts. The school have agreed a partnership with East Kilbride Arts Centre, which are partially funded by the school through PEF, and partially funded through streams accessible by the arts centre themselves. The package includes 'Boppin' Beats' for P1 and P2, drama workshops for P5 and P6, and a samba/ drumming lunchtime club aimed at P3 and P4. These will all start around April and run until the summer. The school is also exploring some music programmes and auditing our stock of musical instruments.

Fundraising for the new Outdoor Classroom is nearing its target. The school is planning another fundraiser around World Book Day in March and that, together with an anticipated

donation from Tesco, means work to instal the new structure in the playground is expected to begin quickly thereafter. It is hoped the new outdoor classroom will be in place before the end of this academic year.

5. Homework policy

GM talked through the findings of the recent consultation exercise with parents and carers. This exercise generated a high level of engagement and there were a number of emerging themes which have helped to shape a proposed new homework policy for the school. GM shared the draft policy in confidence with those present, and it was well received by the parents present. This will now be shared formally with all parents and carers.

6. Reporting accidents procedures

Following an enquiry from a parent via the PC, GM provided an outline of the schools procedures for notifying parents and carers of incidents within the school. Any bumps to the head will involve a call home. Anything that may require further treatment at home and anything involving a facial injury would be judged by the school on a case-by-case basis. When a child is especially upset this will likely lead to a call home. The SSA's carry platers and wipes during breaks and most minor bumps and cuts are dealt with in the playground without a visit to the office. GM encouraged any parents of carers with concerns to contact her directly.

7. AOB

An enquiry about the old chess club was made. DMackK indicated that it had previously run for many years, laterally with the support of older pupils, but had been discontinued due to a lack of interest. He went on to highlight that there are a number of pupil-led clubs but this can be limited by staff availability to oversee them. The school also encourages a rotation of activities to ensure there are different options available throughout the school year.

Work to repair the vandalised polytunnel has not yet commenced, but GM will pick this up with Eugenie at Grow73 to confirm costs. There was a suggestion this would be around £500, which the PC said they would cover. There was also discussion about the removal of the damaged materials. GM will investigate and if necessary arrange for a skip. If a skip were to be arranged this would be an opportunity to clear out any old Parent Council materials. GM will advise LS if this progresses. **Action GM.**

8. Date and time of next meeting

Monday 9th March, 2026 @ 7.10pm