

# CORNBANK PRIMARY SCHOOL PARTNERSHIP

## Minutes of Meeting on Tuesday 11 October 2016 at 6.45 p.m. at Penicuik High School

### Present

Murray Anderson (Parent)  
Lynsey Crawford (Parent)  
Andrew Drysdale (Principal Teacher)  
Mary Hadwen (Parent)  
Carol Hodgkin (Parent)  
Gillian MacDonald (Parent)  
Laura MacGregor (Parent)  
Diane McMullan (Parent)  
Claire McEwan-Muir (Parent, Chair)  
Samantha Murray (Parent)  
Pauline Pender (Parent, Vice Chair)  
Alasdair Sprott (Parent)  
Jenny Sprott (Parent)  
Lynsey Stevenson (Depute Head)  
Lynsey Weir (Minutes Clerk)

### Apologies

Yvonne Gemmell (Acting Head Teacher)  
Trish Watt (Parent, Treasurer)  
Vicki Watson (Teacher)  
Gillian Cairns (Parent)  
Katrina MacDonald (Parent)

## ACTION

### 1.0 WELCOME AND APOLOGIES.

Claire McEwan-Muir opened the meeting by welcoming all especially our new faces. Apologies were noted as above.

### 2.0 APPROVAL OF PREVIOUS MINUTES.

#### Minutes 31 August 2016

- 1) Jenny Sprott confirmed that that school have plans for involving an Olympian to assist with Sporting activities for pupils.

### 3.0 SCHOOL MATTERS.

#### **School Improvement Plan - Key Priorities:**

- National Improvement Framework - Closing the Attainment Gap
- Self Evaluation using HGIOS 4
- RRS A Level One
- SSERC
- Visible Learning
- Assessment and Moderation of Literacy and Numeracy
- Maintenance: Better Eating, Better Learning

#### **Staffing:**

- Both Mrs Bowen and Mrs Cameron's seconded posts have been advertised and we should know the outcome shortly unless they have to go to re-advert
- Mrs Chatham's maternity cover will be advertised imminently
- Fixed term LA post also due to be advertised
- 2 PGDE students

#### **What's Been Happening:**

- Meet the Teacher
- P1 Curriculum Talk

- Nursery to P1 Transition Questionnaire
- Successful house captains assembly and election where 4 captains and 4 vices were elected
- We celebrated Roald Dahl's 100<sup>th</sup> birthday
- Held a successful Eco Week which included an indoor One Planet Picnic
- Sandie Gordon attended an RRSA course
- Pupil voice groups are underway
- P6 and P7 pupils enjoyed the Big Day at PHS
- LOLs issued and returned
- Photographer
- New activities for special golden time to celebrate good behaviour
- Drumming with Rhythm Resource which will culminate in a drumming showcase for the school
- Successful P1-3 Shared Start which has seen a huge number of parents working alongside their child in the classroom
- P5/6 Assembly
- A number of well attended Coffee Dens
- Launch of First Ministers Reading Challenge
- Walk to School Week
- Nursery Coffee Drop Ins
- ASG CAT on Listening and Talking assessment
- ASG CAT on teaching Science Enquiry and Early-First Level Science activities
- Flu immunisations
- Newsletter issued
- Annual calendar has been issued
- Harvest Thanksgiving for Sacred Heart Food Bank - article 24
- Involvement in the Midlothian Science Festival linking to our SIP to develop science
- Christmas Card and Class Calendar orders in
- We wish Miss Watson well for her forthcoming wedding

#### **Sporting Events:**

- P4 Swimming
- P4/5 Cross Country Event at Beeslack (3<sup>rd</sup> overall)
- P6/7 Cross Country Event at Vogrie with 20 pupils taking part
- Midlothian Swimming Gala - team of 12 (4 golds, 3 silvers and 1 bronze)
- P5 Skiing starts after October break
- P6/7 Girls Football Festival
- P6/7 Boys Football Festival

#### **Trips:**

- P1 Local area walk
- P2 Bush craft with Midlothian Outdoor Learning Team
- P4 National Museum (Vikings)
- P5 Bannockburn
- Knights for Rights to George Watson's College to share
- P6 Bikeability
- P7 Risk Factory

#### **Key Events Next Term:**

- P7 Pentland Hill Walk
- P1 Orienteering in school grounds and wood
- Halloween Discos

- P1 Reading Talk
- P6 Sex Ed Talk
- P4 Assembly
- P5/6 and P6 New Lanark
- Parent Consultations
- Olympic Visitor
- P5 Assembly
- Nursery Sharing the Learning
- Launch of the Big Bedtime Read
- Children in Need and Universal Children's Day
- Rookie Rockstars
- Generation Science

#### **4.0 TREASURERS REPORT.**

- 1) The current bank balance is £7,921.91. £4,600 is already earmarked for projects such as the Playground.
- 2) Andrew Drysdale advised that the cost for the App will be slightly less now around £49.
- 3) Pauline Pender to apply for the Lottery Licence at a cost of £20.
- 4) Pauline Pender asked whether the Accounts need to be audited. Jenny Sprott advised that Midlothian Council suggest getting it done and it is in the Constitution. Lynne Smiths husband has previously agreed to provide this service. Pauline Pender to follow up.

**Pauline Pender**

**Pauline Pender**

#### **5.0 FUNDING REQUESTS.**

- 1) Lynsey Stevenson requested funding to supply class t-shirts for Sporting Events. It was agreed to fund at a cost of £5 per t-shirt. Lynsey Stevenson to action order. Trish Watt to action cheque.
- 2) Lynsey Stevenson requested funding for the Generation Science event to take part early next year which will involve every pupil. After discussion it was agreed to fund £1,000 and discuss further possible assistance with funding at the next Partnership meeting. Trish Watt to action cheque.
- 3) Lynsey Stevenson requested funding for the Rookie Rock Stars concert to take part in December. It was agreed to fund £250. Trish Watt to action cheque.
- 4) Claire McEwan-Muir requested funding for the Nursery to provide a Play Dough station, sand and soil at a cost of approximately £120. Discussion took place over recent funding to the Nursery. It was agreed to fund £60 in the first instance and for Lynsey Stevenson to discuss the outstanding with Nursery Staff and then report back at the next meeting.
- 5) Claire McEwan-Muir requested funding to purchase 2 extra flasks. It was agreed to go ahead with this using the Coffee Den funds. Claire McEwan-Muir to action.
- 6) It was confirmed that the conversion of school planters will cost £300. The Rotary Club has donated Crocus bulbs.

**Lynsey  
Stevenson/Trish  
Watt**

**Trish Watt**

**Trish Watt**

**Lynsey  
Stevenson**

**Claire McEwan-  
Muir**

#### **6.0 SCHOOL ISSUES.**

- 1) The Maze – Lynsey Stevenson gave an update on progress of the maze within the school grounds. This has been a timely project so far but we need to find a way to fill this quickly and safely for pupils. Soft bamboo or netting was proposed. It was suggested speaking to Beatsons or Pentland Plants for ideas. Pauline Pender

**Pauline Pender /**

and Laura MacGregor to action.

**Laura  
MacGregor**

#### **7.0 UPDATES FROM PREVIOUS MEETING.**

- 1) Friendship Benches – These are now in place.
- 2) Gardening Assistance – Pauline Pender to draft a letter looking for gardening assistance.
- 3) SPTC Membership – Jenny Sprott to pass details to Claire McEwan-Muir for following up on cover level.

**Jenny Sprott /  
Claire McEwan-  
Muir**

#### **8.0 NEW BUSINESS TO BE VOTED ON.**

- 1) Halloween Refreshments – Claire McEwan-Muir advised that traditionally we have provided refreshments for pupils but this year would fund a value per head. All agreed to this. Trish Watt to action.
- 2) Christmas Parties & Fair – It was agreed to discuss this at the next meeting. Claire McEwan-Muir to place on agenda.

**Trish Watt**

**Claire McEwan-  
Muir**

#### **9.0 ITEMS FOR MENTION.**

- 1) Halloween Parties – Claire McEwan-Muir updated on progress for the parties. Thanks to all who have volunteered to help.
- 2) Christmas Fair – Claire McEwan-Muir advised that planning for this will commence after Halloween.
- 3) Claire McEwan-Muir advised that it was hoped to set dates for the Coffee Dens i.e. the second Friday of the month as well as every Class Assembly. Claire McEwan-Muir to liaise with Lynsey Stevenson and feedback.
- 4) Pauline Pender has drafted a letter to be sent out to local suppliers for Christmas Raffle donations.
- 5) Claire McEwan-Muir advised that the Partnership have joined Twitter, please follow and share with others.

**Claire McEwan-  
Muir / Lynsey  
Stevenson**

#### **10.0 PLAYGROUND UPDATE.**

- 1) Discussed location for noticeboard - It was decided it would be sited in the ground next to the P1 area bike shed but far enough away from the gate to avoid congestion.
- 2) Construction of the outdoor classroom is likely to take place in November as the team who construct it have been working on other projects.
- 3) We did not achieve funding from either the Tesco Grant nor the Army Covenant Grant but have assurance from Gary that the MUGA we have secured is going to still be available while we find alternative sources of funding.
- 4) The Awards for All end of Grant Report has been submitted, it was reported that the project received addition funding which allowed the project to be expanded and the Funding Manager reported back that there is no issue with this. We do need to keep accounts and records of the project for the next 7 years, this is standard accounting conditions so presumably the council and school work to these rules?
- 5) Catherine and Pauline have been looking for suitable grant funding to explore, in order to facilitate the installation of the

MUGA.

- 6) Lynsey and Pauline did a walk round of the school grounds to identify areas which need work:
- More logs and tyres for the children to play on would be useful.
  - The friendship benches have been installed, we wonder if a date has been agreed for Sandra to do Mural behind the P1 bench?
  - The maze has caused concern for some parents and the progress to fill it has become very laborious so we are looking for ideas on alternative materials to fill it.
  - The large planters need work, they are looking very tired and although the school has obtained spring bulbs to plant the planters need work before these can be planted.
  - It was thought a gardening morning where children, parents and grandparents or other relatives are invited into school to help with weeding and pruning now that the growing season has finished. Possibly a regular parent gardening group could be set up to try keep on top of the general garden maintenance.
  - Games and blackboards for the younger year's walls would brighten the walls up and possibly art work for the walls around the upper school.
  - Outdoor picnic tables for the children to either work at or have lunch in good weather.
  - We would like to explore possible sources of funding to get the playground and garden areas looking good.
  - Lynsey is going to contact volunteer Midlothian to enquire about help to get with garden weeding and maintenance.

#### **11.0 ANY OTHER BUSINESS.**

- 1) Lynsey Stevenson asked if the House Captains can attend the next meeting to share what they have been doing and how the Parent Partnership can help them deliver their promises. Claire McEwan-Muir to place on the agenda.

#### **DATE OF NEXT MEETING.**

- 1) The next meeting will be on Tuesday 22 November 2016, at 1845hrs in Penicuik High School.

**Claire McEwan-  
Muir**