

CORNBANK PRIMARY SCHOOL PARTNERSHIP

Minute of Meeting on Thursday 3 October 2019 at 6.45 p.m. at Cornbank Primary School

Present

Laura Cameron (Head Teacher)
Susan Cochrane (Parent)
Lesley Deas (Acting Principal Teacher)
Andrew Drysdale (Principal Teacher)
Lorna Glasgow (Parent)
Carol Hodgkin (Parent)
Pauline Pender (Parent)
Lynsey Weir (Minutes Clerk)
Lynn Young (Parent, Secretary, Rotating Chair)

Apologies

Lucy Brown (Parent)
Katrina McDonald (Parent)
Katheryn McIntosh (Parent, Treasurer)

ACTION

1.0 WELCOME AND APOLOGIES.

Lynn Young opened our meeting by welcoming all. Apologies noted.

2.0 APPROVAL OF PREVIOUS MINUTE.

Minute of meeting on 04/09/19

- 1) Minutes approved.

3.0 SCHOOL UPDATE.

Staffing:

- Sebastian Lacomme (HNC student) starting in P1

School Improvement Plan:

- Learning and Teaching: we worked on our curriculum rationale during the in-service day, looking at what we want for our children. We began developing our forward planning formats to ensure they are fit for purpose. Use of chromebooks during the day to build staff confidence. Staff beginning to select topics for Practitioner Enquiry.
- Literacy: moderation formats developed in listening and talking
- Numeracy: looking at developing quality assessment and developing teaching and learning. Focus again on P5 learners across our ASG.
- Digital Learning: CAT session looking at use of Kahoot and Chromebooks; digital learning audit
- Staff Professional Learning: LMac to Pushing Play into P2; LH and EH to Aspiring PT; LD to Leadership Matters; ICT Drop in support

What's Been Happening Since We Last Met:

- P4 Swimming
- House Captain Elections
- P1 - 3 Shared Start
- Eco Focus Week - Litter, Waste Minimisation, Climate Change focus. Eco Focus Assembly to celebrate the week
- One Planet Picnic
- P7 to Edinburgh College STEM event
- Walk to School Week
- Maths Week

- Penicuik Learners begins
- P4/5 Class Assembly
- Pupil Voice Groups (JRSO, Eco, Fairtrade, Knights for Rights, Sports and Health) met for the first time
- LOLs issued and returned
- P1 Local Area Walk
- Christmas Cards

Sporting Events

- P4-7 Active Schools Hockey Club
- P6-7 Football with Willie McGinley
- P1-4 Active Schools Dance

Key Events Approaching in Term 1-2

- House Assembly
- Midlothian Science Festival workshops
- School photos
- Book Fair
- Parents' Consultations
- Harvest collection for food bank
- Harvest Tattybogle assembly in school and performance to parents
- Staff In-Service Days - collaboration across SEIC; developing planning and Practitioner Enquiry
- NSPCC Visit to school
- Science Week
- Halloween Discos
- P6 Careers in Care
- Active Schools Hockey competition
- Class Newsletters to be issued
- P5 Skiing for 6 week block
- LOLs 2 to be issued

4.0 TREASURER REPORT.

- 1) Katheryn McIntosh not present at meeting so update to follow.

5.0 UPDATES FROM PREVIOUS MEETINGS.

- 1) Midlothian Budget Cuts – Pauline Pender advised that there has been no update from the wider group with regard to progressing. Pauline Pender to look at drafting a letter that the cluster primary schools can sign and even progress with MSP's.

PP

6.0 HALLOWEEN DISCOS.

- 1) Halloween Discos are scheduled for Thursday 31 October 2019 – P1-P3 – during school time (2.00-3.15pm) and P4-P7 an after school start, 4.30-6pm. This will allow families to do their own Halloween activities in the evening. Lucy Brown to ask Kirstie if she can provide music.
- 2) Partnership to assist with usual catering arrangements – P1-P3 (crisps, haribos, juice), P4-P7 (sausage roll, crisps, juice, small charge).
- 3) Crafts table and games area to be set-up. Dooking area in one of

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the rooms (315 apples required). Halloween games and dancing. Disco to be held in the gym hall.

- 4) Pauline Pender has started a facebook group to organise.
- 5) Laura Cameron shared the drafted letter to be sent to parents, this will go out in schoolbags next week.

7.0 FUNDING REQUESTS.

- 1) Laura Cameron requested funding towards the cost of the company performing this years Pantomine, within school, to all pupils. £500 requested and agreed by all. KM to action.
- 2) Andrew Drysdale requested funding towards the Science Festival week. £150 requested and agreed. KM to action.
- 3) Laura Cameron requested funding towards bark in the willow tunnel area. Laura to speak with Gary at Midlothian Council with regards to making the willow area useable again.

KM

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8.0 BIKES AND SCOOTERS.

- 1) Lucy Brown requested that pupils and parents be reminded that bikes and scooters can not be used within the playground area due to safety concerns. Laura Cameron to remind at assembly and put a note in the newsletter.

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9.0 ROTATING CHAIR RESPONSIBILITIES.

- 1) Pauline Pender requested clarity on the role of the rotating chair and what duties they will carry out i.e. will they request agenda items from all; will they draft the agenda; do they send out to all? All agreed that this would be the duties of the rotating chair for the meeting they are Chairing. For clarity, our nominated Secretary Lynn Young, will assist the Chair when required; reply to correspondence received via email or by the school and circulate for response as required; circulate any relevant meeting dates as informed by the wider community i.e. Midlothian Council.

10.0 ANY OTHER BUSINESS.

- 1) Coffee Dens – Pauline Pender asked if we could move the coffee den refreshments from the practical area down to the staffroom. This will make it easier for the new recruits helping with manning the coffee dens. Laura Cameron agreed to allocate a cupboard. Pauline Pender to replace the shortbread.

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11.0 DATE OF NEXT MEETING.

- 1) The next meeting will be held on Wednesday 13 November 2019, at 1830hrs in Cornbank Primary School. Lucy Brown will Chair this meeting.
- 2) Future meeting dates are set as follows – Wednesday 15 January 2020; Tuesday 3 March 2020; Tuesday 28 April 2020; Wednesday 10 June 2020 (AGM and meeting). Venue confirmed as Cornbank Primary for all meetings.