

CORNBANK PRIMARY SCHOOL PARTNERSHIP

**Minute of Meeting on
Monday 7 November 2022 at
6.45 p.m. held within Cornbank Primary School**

Present

Susan Cochrane (Parent, Treasurer)
Lesley Deas (Principal Teacher)
Andrew Drysdale (Depute Head)
Sylvia Hamilton (Parent)
Jan Harding (Parent)
Nicola McEwan (Parent)
Jill Morrison (Parent)
Lindsay McDonald (Parent)
Shelly MacKenzie (Parent)
Fiona Neil (Parent, Rotating Chair)
Lynsey Weir (Minutes Clerk)
Laura Wilson (Parent)
Lyn Young (Parent, Secretary)

Apologies

Lucy Brown (Parent)
Lorna Glasgow (Parent)
Carol Hodgkin (Parent)
Joni Macdonald (Parent)
Claire Muir (Parent)
Yvonne Scott (Parent)
Lynsey Stevenson (Head Teacher)
Steph Wright (Parent)

1.0 WELCOME AND APOLOGIES.

Fiona Neil opened the meeting by welcoming all. Apologies noted.

2.0 APPROVAL OF PREVIOUS MINUTE & MATTERS ARISING.

Minute of meeting on 03/10/22

1) Minutes approved.

3.0 SCHOOL UPDATE.

School Improvement Plan:

- Staff in Enquiry Groups to look at developing priorities
- Literacy - New progression and programme being developed across Midlothian, review of Signalong and spelling
- Numeracy - Maths Week Scotland activities, planning for introduction of new progression
- Nurture - CAT Session looking at nurture, house points, fix it folders, Positive Choices Policy
- Digital Learning - Digital Leaders Group started, baselining staff confidence and Google Workspace skills training for staff
- ASG - initial meeting with Development Officer planned
- Supporting Additional Needs - Reading and Drawing, IEPs, Onside Training, Educational Psychologist, Autism Training (LD), Team Teach Training

What's Been Happening Since We Last Met:

- Reading and home learning issued - Chromebooks for P4-7
- P2 and P3 Drumming
- House Captains Election

- School Nurse Drop In
- Eco Week/One Planet Picnic/Eco Assembly
- SQIP to parents issued
- Pupil Voice Groups selected and met
- P4 Swimming continues
- Bike to School Week
- Maths Week Scotland activities
- P6/7 and P7 Rugby Sessions
- Building Resilience continues

What's Coming Up?

- School Newsletter
- Parental Consultations
- Book Fair with P7
- Guy Fawkes Safety Assembly
- Harvest Assembly
- Local Authority Visit
- Halloween
- P5 Skiing
- Science Day

AOB:

- Support with parking around school
- Halloween
- Potential 'pre-loved' uniform share

More of a softer / slower focus towards Christmas this year for pupil and staff wellbeing.

JRSO's patrolling local parking areas following complaints!

4.0 TREASURER REPORT.

- 1) The balance of the account is about £4,500.
- 2) We spent £150 on Halloween items.
- 3) We are trying to move to online banking to make life easier all round.
- 4) We are hoping to get a Costco or Booker membership card.

5.0 HALLOWEEN DEBRIEF.

- 1) From the schools perspective this all went very well and was smooth running.
- 2) Andrew Drysdale highlighted the new legislation regarding food allergies. This will be relevant for catering at events going forward.
- 3) Some parents have said it's a shame there was no disco however it has highlighted back to them that what we offered this year was more suited to needs and the reasons for it.
- 4) £150 was funded for the school list of Halloween purchases.

6.0 ROLE OF CHAIR.

- 1) Fiona Neil suggested that going forward any action points from meetings are given an allocated person to follow up and feedback so that nothing is missed. The Rotating Chair is a good way to share the load but we need to ensure action points are followed up. All agreed this was a good idea.

7.0 PARTNERSHIP MEETING DAYS/TIMES.

- 1) Fiona Neil highlighted that the last few meetings have been Monday nights. This perhaps does not suit some people so they therefore can't attend any of the meetings.
- 2) Andrew Drysdale advised that all future dates were agreed within a previous Partnership meeting. It can be difficult getting a night to suit all and working around other Cornbank calendar commitments. Previously Wednesday nights have proven tricky due to the amount of out of school club commitments that evening. We also have to ensure our Minute Taker is available and be mindful of timings/school commitments for staff. Certainly next calendar year dates will need to be agreed upon, traditionally done in June, and perhaps a doodle poll could be used to gauge interest in dates.

8.0 CLASS REPS TO INCREASE PARENT ENGAGEMENT.

- 1) A suggestion has been raised that it would be good to have a member of the Parent Council to represent each class – we must be pretty well covered, just need to look at gaps. This person could be a 'Go between' link for raising any issues or sharing information.

9.0 CHRISTMAS FAIR.

- 1) Discussion took place over how many tables the Partnership could have at the Fair – looking for a pocket money toy stall; tombola; couple of games.
- 2) We are also looking to hold a rainbow raffle – need to decide when to draw the prize winners – agreed 15 December to be drawn by the House Captains.
- 3) Need to produce a timetable for manning the stalls so parents can watch the class singing.
- 4) 'Elfridges' – Susan Cochrane advised how this works – gift items available for pupils to buy for parents Christmas. After discussion it was agreed this is a lovely idea but cost wise not very easy to fulfil or to ask for further donations from families.
- 5) Fiona asked about the wreath making that Lindsey had mentioned previously – this is being progressed with P6/P7 on the 7 & 8 December. Parent helpers will be requested to assist.
- 6) School advised that Christmas activities and build up will be shortened or toned down a bit to help our pupils with additional support needs. We also ask that families save money and don't send in presents or cards, we appreciate the gesture but also don't want families feeling like they have to do this.

10.0 FUTURE EVENTS.

- 1) Looking to hold a Valentines / Friendship disco in February.
- 2) Spring Fair – more focus on selling tables to local crafts people.
- 3) Treasure hunt round the town.
- 4) A Christmas jumper/items of festive clothing amnesty re-home rail will be available within the school foyer for anyone to take from or add to. Please hand donations in to the school office.

11.0 FUNDRAISING FOCUS GOING FORWARD.

- 1) Fiona Neill asked if the school were happy with the events held / future planned and the funding this raises. Checking that its not too much to ask families?
School advised that one event per term for a focus is sufficient and appreciated.
- 2) Fiona Neil suggested future discussion on funding items – i.e. muga, playground,

school wish list – this can be progressed in the new year.

12.0 FUNDING REQUESTS

- 1) Christmas party snacks – juice, crisps, chocolate bar.
- 2) Nursery / P1 – books for presents.
- 3) Donation to the Panto cost.

13.0 ANY OTHER BUSINESS.

- 1) Sylvia Hamilton provided an update on the peer support network for parents/carers of additional support needs pupils. A Coffee den will be arranged for Friday 2 December between 9-10am. Younger siblings will be welcome to attend also.
- 2) Lesley Deas advised that the P7 camp has been cancelled due to a vote with all P7 parents regarding costs. Activity days with the High School will be scheduled.

14.0 DATE OF NEXT MEETING.

- 1) The next meeting will be held on Monday 6 February 2023, at 1830hrs. Fiona Neil will Chair this meeting.
- 2) Future meeting dates are set as follows – 6.30pm Monday 6 March 2023; 6.30pm Monday 8 May 2023; 6.30pm Monday 5 June 2023.
- 3) Venue confirmed as Cornbank Primary for all meetings.