

# CORNBANK PRIMARY SCHOOL PARTNERSHIP

**Minute of Meeting on  
Wednesday 17 May 2023 at  
6.30 p.m. held within Cornbank Primary school**

## **Present**

Lucy Brown (Parent)  
Susan Cochrane (Treasurer)  
Andrew Drysdale (Acting Head)  
Lorna Glasgow (Parent)  
Jan Harding (Parent)  
Nicola McEwan (Parent)  
Lindsay McDonald (Parent)  
Laura Macgregor (Teacher)  
Claire McEwan Muir (Parent)  
Fiona Neill (Parent, Rotating Chair)  
Lisa Stephen (Parent)  
Lynsey Weir (Minutes Clerk, via Zoom)

## **Apologies**

Lynsey Stevenson (Head Teacher)  
Mary Hadwen (Parent)  
Sylvia Hamilton (Parent)  
Yvonne Scott (Parent)  
Lyn Young (Parent, Secretary)  
Laura Wilson (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 07/03/23

- 1) Minutes approved.

### **3.0 SCHOOL UPDATE.**

#### **Staffing**

- Mrs Stevenson.
- Staffing for next year currently being organised. Teachers have been asked for preferences and LA hours are being negotiated.

#### **School Improvement Plan:**

- Literacy - Progress with new writing planners shared with Literacy Champions and being reviewed on ongoing basis; Reading Moderation session held to look at new benchmarking tool; Ongoing review of new literacy planners continues. SWST have taken place and results being examined. Review of Signalong use across classes.
- Numeracy - Training delivered on Concrete, Pictorial, Abstract. Ongoing assessments. ASG Development Officer working with groups of P7 learners.
- Nurture - Morning 'Meet and Greets' and the use of 'Fix-it-Folders' continues. House Captains continue to count House Points each week. Drawing and Talking therapy sessions continue to be delivered across the school. Artlink and On-side support in school. IEP and Check-In Meetings held.
- Digital Learning - Digital Schools Award gained; staff training in eg Microbits continues; parent support session run by LA digital staff; assessment across literacy including SWST, Reading Comprehension etc.

**What's Been Happening Since We Last Met:**

- Home Learning continues
- SLT Class Visits and Forward Planning/Tracking meetings
- IEP and check in meetings
- Range of secondary students in school for work experience
- P2 and P3 Drumming
- Trips - P2 Museum; P1 Purves Puppets; P7 Risk Factory; 4 & 5 Dynamic Earth
- P6/7 Virtual Visit - Ancient Greeks
- Rotary Quiz - we won!
- P7/S1 transition - guidance staff visit to school; enhanced visits by some children
- P7 numeracy groups supported by development officer
- Assemblies - Fairtrade (x2); P2B; P7:P4; House; Building Resilience; Easter; P2M; P6/7
- Assessments - SWST, SNSAs, Reading, MUMP etc
- Learner Profiles/Parent Consultations/Reporting window
- P7 Royal Navy event
- Diabetes Training
- Digital Schools Award validation visit
- Friendship Disco
- Friendship Stops
- Fairtrade Week
- Pupil Voice
- Shared Starts with families
- House Treat
- Police to speak with P6 and P7 regarding social media
- P6 Camp
- Cornbank's Got Talent
- ELC/P1 Grandparents' Day
- P6-7 First Aid training
- P7 Headstrong
- P6&7 Coping with Challenges (Red Cross)
- P7 ASG Activity Day at PHS

### **Sports**

- P5-7 Sports Sessions with Edinburgh College/PHS students
- Hockey taster sessions P5-7
- P1-3 after school Football
- Basketball and hockey tournaments
- Scottish Schools Cross Country
- P5 Club Golf
- Health Fortnight tasters

### **What's Coming Up?**

- Currently in Health Fortnight
- P7 visits to PHS continue
- Hunter and Lass visit
- P7 Bikeability
- P6 Playmaker
- P7 show
- P6 Assembly
- Transition activities for new P1s

#### **4.0 TREASURER REPORT.**

- 1) The balance of the account is £6,292.02. £500 is available in the discretionary fund.
- 2) We have various expenses to pay out including transport costs; licence cost for Summer event.
- 3) We raised about £20 from the coffee dens held. Thank you to those who helped run them and those that supported by attending.
- 4) The Friendship disco raised £764.42.

#### **5.0 P6 CAMP.**

- 1) The Partnership passed on thanks to staff from the parents of pupils who attended – fantastic feedback and everyone had a great time.
- 2) It was noted that there is no P7 camp again this year as it is felt by Midlothian Council that it is no longer required to build relations as pupils now attend far more transition days than before and it is seen as an additional cost to ask for from parents.

#### **6.0 FUTURE MEETING DATES.**

- 1) It was agreed that school will suggest suitable dates for meetings to run after the Summer break which fit in with the school calendar. It was agreed that a mix of Monday and Wednesday nights have worked well this past year and should be continued if the school calendar allows. Andrew Drysdale to suggest suitable meeting dates to the Partnership Secretary and Lynsey Weir.

#### **7.0 FRIENDSHIP DISCO FEEDBACK.**

- 1) It was agreed that overall the Friendship disco was a fantastic event and well supported. It was a new socialising/fundraising idea which worked well and could become a yearly event.
- 2) Lucy Brown highlighted that the number of adults present made the hall very busy, so perhaps in future we would need to restrict numbers.
- 3) Thanks to all the Staff who helped by staying extra, it was appreciated.

#### **8.0 FUNDING REQUESTS.**

- 1) School were asked for any future funding requests in order for the money to be agreed and ring fenced. Requests included P7 leavers event; refreshments/ice lollies for the Summer Fun Day; Nursery fun day refreshments; class treats.
- 2) Discussion took place and it was agreed to give the current P7 class £60 towards their Leavers day and a further £60 to each class in the new term after Summer for them to spend as they wish i.e. art materials; books; outdoor toys. Funds to come from Friendship disco profit.
- 3) It was discussed if the Partnership could assist with funding for the Sensory room to make it more appealing/lighter/inviting. This is something we will follow up on. In the new term the Partnership will speak with staff and pupils to gain an idea of suitable items and associated costs and focus on a big fundraiser to raise funds for the Sensory room and other ideas.
- 4) Andrew Drysdale advised that a maze update will follow separately.
- 5) It was discussed that grant funding for bigger future projects i.e. an outside classroom will be investigated.
- 6) The Partnership will fund the P1 Bookbags as in previous years.
- 7) It was agreed to fund 3 x scooters to go with the existing 3 at a cost of £11.10 each – school to order.

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- 8) Suggestion - General sports equipment for the gym hall.
- 9) Suggestion - T-shirts for the hockey, running and football teams.

#### **9.0 SUMMER PARTY – FUN ON THE FIELD.**

- 1) Lucy Brown ran through the arrangements for the Fun on the Field Summer Party to be held on Friday 16 June 2023. Most of the big things have been arranged and we are now just looking at the finer planning details.
- 2) We have secured 30 raffle prizes already!
- 3) Any volunteers welcome, the more the merrier!
- 4) Letters with event details and how to buy tickets will be sent home shortly.
- 5) Lucy advised that due to a lack of volunteers we will be unable to host a Teddy stall at the Hunter & Lass event in the park on 27 May. We will instead make use of the stock of teddies collected and run the stall at this event.
- 6) Lucy advised that an application has to be submitted to Midlothian Council to obtain a lottery licence in order for us to run a raffle. The licence will run for one year and costs £50. Lucy is happy to complete and submit this application and be listed as the promoter on behalf of the Partnership. All present agreed to Lucy taking on this task, the cost and being named as promoter. Lucy will communicate this to the wider Parent body via the FB page and if no objections will proceed.
- 7) The Partnership thanked Lucy for all her hard work with this event organising.

#### **10.0 ANY OTHER BUSINESS.**

- 1) Coffee Den Dates:  
P6 Assembly – 02.06.23  
P7 Leavers' Assembly – 27.06.23

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

- 1) The next meeting will be held on TBC (after Summer break) 2023, at 1830hrs. Fiona Neill will Chair this meeting.
- 2) Future meeting dates are set as follows – TBC by school.
- 3) Venue confirmed as Cornbank Primary for all meetings. Zoom link available on request.