

CORNBANK PRIMARY SCHOOL PARTNERSHIP

**Minute of Meeting on
Monday 6 November 2023 at
6.30 p.m. held within Cornbank Primary School**

Present

Gem Barrett (Parent)
Lucy Brown (Parent, Co-Chair)
Susan Cochrane (Parent, Treasurer)
Sarah Denholm (Acting Principal Teacher)
Andrew Drysdale (Depute Head)
Sylvia Hamilton (Parent)
Vicki Lyon (Parent)
Lindsay McDonald (Parent)
Laura Macgregor (Acting Principal Teacher)
Fiona Neill (Parent, Co-Chair)
Lynsey Stevenson (Head Teacher)
Lynsey Weir (Minutes Clerk)

Apologies

Claire McEwan Muir (Parent)
Yvonne Scott (Parent)
Lyn Young (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

- 1) Minutes approved.

3.0 SCHOOL UPDATE.

Staffing

- Lesley Deas appointed as Acting DHT at Roslin PS - started today
- Laura Macgregor and Sarah Denholm appointed acting Principal Teachers. Laura now full time at CB - 2.5 days in P7MD and 2 days NCCT
- Susan McCall in ELC leaving to carry out degree with Open University - interviewed today for this post
- PGDE Student in P5/6 - Darren Aitken
- Laura Robertson LA returned today - ELC and P1
- Brenda Ballantyne remains off work at present - ELC
- Lynsey Mills and Lindsay Ducker in to support in P1 and P4J
- Work experience pupils start next week (3 ex pupils)

School Improvement Plan:

- Literacy - introductory session on planners delivered by Midlothian Raising Attainment Team; drop ins for staff
- Numeracy - Power of 2 and Plus One Support Materials being rolled out. Review of strategies being used complete
- Physical Learning Environments - evaluations of learning spaces. Enquiry group has started it's work on calm spaces/kits with the support of the Ed Psych

- Learning and Teaching - ASG CAT on learning intentions and success criteria, feedback - D Wiliam's Big Five
- In-Service Day looking at supporting learners' needs; It's Our Future/All Learners Matter documents; writing moderation

What's Been Happening Since We Last Met:

- P7 House Captains Elections
- Eco Week (Water, Litter, Climate Action)
- One Planet Picnic
- P7 trip to Scottish Parliament
- Pupil Voice Groups - 6 groups - STEM, Eco, Sports, Wellbeing, Citizenship, Digital
- SfL Assembly - Alison Cole sharing her job role
- Pupil Voice Groups - new focus
- Maths Teacher from PHS to P7
- ELC Stay and Play sessions
- P1 Local Area Walk
- Bookfair
- Parental Consultations - October
- P2 and P3 Drumming started. Fantastic show for whole school
- Bookfair
- P3 Harvest Assembly
- Christmas Cards
- Halloween
- Enquiry Groups
- Class Visits
- P7 First Parents' Evening
- P4J sharing the learning assembly
- Class newsletters issued

Sports

- P4 and P6 Swimming
- Cricket Tasters
- P6 and P7 Rugby Tasters
- P5-7 Hockey Festival
- Cross Country - winners 2023
- P5 and P5/6 Edinburgh College PHS Students
- P5 Skiing

What's Coming Up?

- Songteach
- Visit from Quality Improvement Manager
- Remembrance Assembly
- ASG CAT Session looking at writing
- Dogs Trust to P4, P5, P5/6 and P6
- Child Protection Update
- Children in Need
- P1 Enrolment
- School Photographer
- Pupil Voice
- P5/6 Class Assembly
- P6 and P7 Basketball Festival

- P7 Transition meetings happening in the background
- Flu Vaccinations
- Drumming Performance
- Christmas (Crafts with families, Nativity, lunch, parties, panto, Church Visit)
- New Year - P5-6 Visit to Hopetoun House
- Rookie Rockstars
- Scots Activities
- Numeracy Moderation
- P2T Class Assembly
- P7 Anxiety Workshop

4.0 TREASURER REPORT.

- 1) The balance of the account is £9,102. We have £2,155 in cheques to be paid out. Leaving £6,947 available in the account.
- 2) £500 is available in the discretionary fund.
- 3) We will have outgoings for the Panto, Christmas party food and for items for the Christmas events.

5.0 FEEDBACK FROM AUTHORITY MEETING OF PARTNERSHIP CHAIRS.

- 1) Lucy took part in a Teams meeting where the following was discussed:
 - There will be an important parent consultation on further education/different way of learning/curriculum delivery coming out soon. It was suggested that we invite the parent forum to a meeting to discuss and complete the document by a joint approach. We will due this when it is issued.
 - There will be a parent consultation on school transport.
 - Review of how to support ASN pupils.
 - Review of primary education.
 - Lucy will share the presentation on the FB page.

6.0 CHRISTMAS OVERVIEW.

- 1) We have been looking at new ideas for Christmas events as previous years have been quite stressful to organise/manage and some stalls not raised too much plus there are now more classes to fit in for having time to view the stalls.
- 2) New ideas to discuss further include:
 - 'Mission: Save Christmas', basically a daily mile, teacher support required to take the class out to complete, with obstacles and challenges for online sponsorship. Pupils given a Santa hat, treat and mission sheet to complete fun tasks with a goal of helping Santa save Christmas. P6 could buddy up with Nursery. P7 could buddy up with P1. After discussion it was agreed to progress with this event and hold in place of our usual Christmas Fair, it will be held on Thursday 14 December. Donations to be used for obstacles/challenges welcome (tinsel, baubles, packing peanuts, Christmas wrapping paper). Unfortunately we can't host parents at the event but teachers will take lots of photos to share.
 - Stocking filler stall offering cheap toys, puzzles etc (run at the family craft morning).
 - Christmas raffle? It was decided to leave this as it creates an extra cost to families and our Summer raffle only took place in September – next one to be held online for Easter.

- Move the Christmas carols to the shared learning family Christmas crafts morning on Friday 8 December. 'Bigger style' coffee den with home baking – volunteers welcome!
 - Name the Santa event – 50p a try – put it out at the craft morning.
 - Hamper prize – tickets to be sold at craft morning.
 - Panto will continue as couldn't cancel without a cancellation – relook at other options next year.
- 3) Need to advertise the Christmas dates asap.
- 4) Homebaking – stipulate that ingredients must be listed due to allergies.

7.0 FUNDRAISING FOCUS.

- 1) Fiona highlighted that we would like to identify a focus which fundraising can go towards. Ideas include outdoor classroom or similar and general playground improvements.
- 2) How can we progress this idea? Form a small group with parents and teachers and hold a joint meeting? Put the date out to the FB forum – 0900hrs, Friday 1 December 2023 to discuss/brainstorm.
- 3) Playground markings – very costly and don't last.
- 4) Lucy advised that we need to have an idea before we can apply for grants.

8.0 FUNDING REQUESTS.

- 1) School thanked for the funding towards our Halloween activities.
- 2) School requested funding towards Christmas party food – this was agreed.
- 3) Do we need funding for the Christmas crafts? Staff to be asked if budget required/what crafts.

9.0 HALLOWEEN ACTIVITIES.

- 1) Good feedback from pupils and teachers regarding this years Halloween activity day. Pupils still enjoyed some fun and teachers were able to choose what they did and share in a learning way. It was noted that it saved pupils getting changed into costumes throughout the day.

10.0 ANY OTHER BUSINESS.

- 1) Halloween costumes – Any outgrown costumes can be handed into school for the Pre-Loved rail next year.
- 2) Festive clothing can be handed in for the Christmas Jumper Amnesty.
- 3) Concerns regarding the 'Wish List' for the Book Fair – adding to the cost of the school day. Question over whether the book fair is worth the additional work; stress; cost?? School to consult parents going forward? No wish list. Scholastic school code to help funds. Lucy Brown to look at Easy Fundraising.

11.0 DATE OF NEXT MEETING.

- 1) The next meeting will be held at 1115hrs on Friday 19 January 2024. Fiona and Lucy will Co-Chair this meeting. It was agreed to hold the meeting on a Friday morning as a trial to see if this attracts more attendees/different faces. Lynsey Weir will be unable to take minutes at this time due to work commitments however, Lucy Brown agreed to take notes.
- 2) It was noted that Wednesday evenings perhaps are not so popular hence why the last meeting was cancelled.
- 3) Future meeting dates are set as follows – TBC.

4) Venue confirmed as the Staffroom, within Cornbank Primary for all meetings.