

<b>MINUTES</b>	<b>West Linton Parent Council</b>
<b>Date:</b>	<b>11<sup>th</sup> June 2024</b>
<b>Time:</b>	<b>6.00pm</b>
<b>Location:</b>	<b>West Linton Primary School &amp; Teams</b>

<b>Attendees</b>	<b>Initials</b>	<b>Attendees</b>	<b>Initials</b>
Chair – Lynsey Pollock	LP	Deputy Chair – Louise Fraser	LF
Head Teacher - Jenni Curson	JC	Julie Naysmith	JN
Alistair Hodgson	AH	Lynne Meah	LM
Marta Hirsch	MH	Hazel Ferguson	HF
Hazel Whitefield	HW	Claire Palmer	CP
Fiona Philippi	FP	Neil Murray	NM
Lynsey Neil	LN	Nathalie Hepworth	NH

<b>Apologies</b>	<b>Initials</b>	<b>Apologies</b>	<b>Initials</b>
Tristan Compton	TC	Erika Rinaldi	ER
Nathalie McMenamy	NM	Judith Anderson	JA
Louise Russell	LR	Beth Hedley	BH

#### DISCUSSION RECORD

<b>1 &amp; 2</b>	<b>Introduction &amp; Apologies &amp; Approval of previous meeting's minutes</b>  See above for apologies. Minutes of previous meeting approved	
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3	<p><b>Treasurers Report</b></p> <p>Business Account balance £3,706 Hardship Fund balance £1,537</p>	
4	<p><b>PTA</b></p> <p>Not much fundraising has taken place this term.</p> <p>Coming up – the P1 Welcome event and few other school events being sponsored.</p> <p>A meeting is planned for tomorrow (12 June).</p>	
5 & 6	<p><b>Head Teacher Update &amp; 6. Review of vision and values</b></p> <p><b><u>Staffing Update</u></b> We continue to have an inconsistent presence in the School Office. We appreciate how challenging this is and thank you for your kindness.</p> <p>As we move into Session 2024-25 we have a few staffing changes; Mrs MacLennan will return to full time hours after a brief reduction in work pattern after returning from maternity leave. Mrs Smith has requested a career break of two years, which has been granted by SBC.</p> <p><b><u>School Improvement Plan/ Policy Updates</u></b></p> <p>Please look out for our School Improvement Report which we will upload towards the end of the school term. This details all of the improvements we have made in school related to our planned work for session 2024-25. During our May inservice day, we were able to evaluate achievement in all areas.</p> <p>We thank Parent Council for their support in ratifying two school policies this session and for supporting in the development of a Respectful Relationships Establishment Statement.</p> <p>Next year, we look forward to revisiting our School Vision, Values and Aims, since our current ones were co-created when our Primary 7s were in Primary 1. Please watch out for a brief survey coming out to all parents on this subject in next week's Round Up.</p> <p><b><u>Good News Stories</u></b></p> <ul style="list-style-type: none"> <li>- A very successful Developing the Young Workforce focus fortnight; developing the 'I can' statements within the Career Education Standard</li> <li>- Newly Qualified Teacher from another Tweeddale school visited our classes for some further classroom practice</li> <li>- All staff have taken part in Peer Quality Assurance by visiting each other's classes and to talk about teaching and assessing writing</li> </ul>	

	<ul style="list-style-type: none"> <li>- A very busy May Inservice Day, where we reflected and evaluated our work this year as well as learning about acquired brain injuries, Nurture Principle 4 and all ANAs were First Aid trained</li> <li>- Primary 7 had an amazing experience at their P7 residential. Thank you to all attending staff.</li> <li>- Primary 5 pupils attended the Countryside Day in Kelso</li> <li>- ELC Fun Day was a resounding success and this year it was Miss Whitefield's turn to be soaked in the annual staff in stocks event. It makes a change from Mr Scott and Ms Curson being soaked with wet sponges!</li> <li>- We welcomed the Linton Whipman and Lass to our school for a special assembly</li> <li>- We won the Fancy dress floats for the second year in a row – Well done to all pupils (&amp;parents) who created art work or dressed up for a float this year.</li> <li>- A postponed Sports Day took place in bright sunshine with all still to play for in the house cup competition.</li> <li>- Primary 6 pupils attended the Inspire Learning Day in Kelso</li> <li>- A number of classes have attended Roamers would as part of our Outdoor Learning Focus Fortnight.</li> <li>- Edinburgh University colleagues joined us for science workshops for upper school pupils re: biodiversity with a particular focus on mosquitos</li> </ul> <p><b>I would like to take this opportunity to thank Parent Council for everything they have done this year; we would be unable to do what we do without your support and we truly appreciate it.</b></p>	
7	<p><b>School trips &amp; buses</b></p> <p>JC thanked the PTA for money which is put aside to contribute towards the transport costs of school trips. Not all this has been used this year as the school focus has been on outdoor learning.</p> <p>As the school look to plan trips for next year, a focus on local partnerships is being made to reduce the costs of trips as transport costs are becoming prohibitive.</p> <p>Trips further afield will take place if there are clear educational benefits.</p> <p>Transport and other costs of school trips (entry fees etc.) have increased in recent years and so school want to give plenty of advance notice if parental contributions towards the costs of trips will be required.</p> <p>It was agreed that this will also help PTA planning for their element of contributions towards school trips.</p> <p>CP volunteered to phone a few “trip destinations” to see whether there are any offers/discounts available for school trips.</p> <p>A discussion was then had around swimming lessons and schools taking classes to swimming lessons. JC is to revisit this with her cluster colleagues.</p>	<p>CP</p> <p>JC</p>
8	<p><b>School crossing patrol – open vacancy</b></p>	

	<p>This item was added to the agenda to highlight the vacancy for a school crossing patrol officer. This job is advertised on MyJobsScotland. PC members were asked to spread the word about this vacant post.</p>	
9	<p><b>Trim Trail</b></p> <p>LF asked for this item to be added to the agenda to ask why the Trim Trail is no longer unlocked and available for the children to use. Especially so since the PTA fundraised a lot of money to pay for the Trim Trail.</p> <p>JC clarified that a lack of available staff to supervise the Trim Trail at break and lunch has meant it is not possible for it to be used by the children at these times.</p> <p>It should be open after school for the same times as the school gates are open i.e when a school let is on and the school building is being used. This is under the basis that parents/carers would be responsible for the safety/supervision of their children while using it at these times.</p> <p>JC is to talk to the janitor about the Trim Trail being open at these times</p> <p>A discussion then took place around the gate to the Smithy and why this is locked outwith the school day. Parents would like it to be open as it is a safer route to the school playground and to Springfield for children rather than walking along Deanfoot Rd with its lack of pavements and with there being several roads for children to then cross (such as the medical centre entrance)</p> <p>JC clarified that the timings of the locking and unlocking of the Smithy gate are subject to an agreement between The Smithy Association and Scottish Borders Council. It would be down to them to alter this agreement.</p>	JC
10	<p><b>SBC PC Fair – Thursday 13 June</b></p> <p>LP had previously asked for PC members to volunteer to attend this event but SBC have now cancelled due to low numbers attending across the borders area.</p>	
11	<p><b>AOB</b></p> <p>We have been successful in our bid to be one of the community projects you can vote for with the Tesco blue tokens. The vote runs from the start of July until the end of September and PC and the school will be encouraging our parents/carers to please vote for us when visiting the Penicuik store.</p> <p>The first place receives £1,500, second place £1,000 and third place £500 so it is well worth voting! We intend to spend the money on outdoor play equipment</p> <p>There was another request for a volunteer to take on updating the school website.</p> <p>School photos – are there class photos taken? Only P1 and P7 have class photos taken as it was found in the past that the other year group photos didn't tend to sell well.</p> <p>Communications – a request was made for events with parental involvement such as assemblies to be clearer on their timing far more in advance to enable parents to plan around work commitments. This was agreed by JC.</p> <p>iPads – a parent pointed out it is difficult to handwrite onto an ipad with your finger and is there an option for Apple pens to be used. JC confirmed that the Inspire Learning contract is with Apple and so Apple pens rather than generic ones would require to be purchased. This is not currently covered under the Inspire Learning contract.</p>	

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ACTIONS FROM THIS MEETING/ONGOING ACTIONS

OPEN ACTIONS FROM CURRENT / PREVIOUS MEETINGS

No.	Action		Owner	Date raised	Action Date
1	PTA fundraising – school wishlist. JC to email ER details of items in detail including netball nets that were previously mentioned to PTA.		JC	29.1.24	
2	JC to pass ER a list of the groups currently running in school e.g. Pupil Voice, Eco Committee		JC	29.1.24	
3	Update reception area. E.g. remove the thermometer fundraising target, replace with pie charts or other display perhaps showing where latest PTA fundraising		<b>ER</b> <b>LP</b>	29.1.24	
4	PC to ascertain quotes for stickers. Perhaps also include new logo on these		<b>ER</b>	29.1.24	
5	“Big ticket items” ER and JC to discuss and present ideas to next meeting.		<b>ER</b> <b>JC</b>	29.1.24	
6	JC to investigate option of a Business Partner from SBC being invited to present at a PC meeting to answer questions about the replacement of Smart Boards		<b>JC</b>	29.1.24	
7	LP to find out what format we need for the Parent Council banner and then liaise with JC to collect the winning entries and have the banner produced.		<b>JC</b> <b>LP</b>	4.3.24	
8	CP to phone “trip destinations” to find out whether any deals can be done on discounted entry etc.		<b>CP</b>	11.6.24	
9	List of PC class reps to be compiled and put on PC section of school website		<b>LP</b>	22.4.24	
10	Request for volunteer to take over admin of school website to be put in either newsletter or Friday roundup		<b>JC</b>	22.4.24	

11	LP to pass to LM Book Week Scotland info so she can take a look and lead on this		<b>LP</b>	22.4.24	
12	JC to revisit issue of swimming lessons with her cluster colleagues		<b>JC</b>	11.6.24	
13	Plan social gathering for parents/carers – possible date of September?		<b>CP</b>	22.4.24	
14	JC to ask janitor to open Trim Trail gates after school when school lets are taking place		<b>JC</b>	11.6.24	
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