

<b>MINUTES</b>	<b>West Linton Parent Council</b>
<b>Date:</b>	<b>29<sup>th</sup> January 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
Deputy Head – Hazel Whitefield	HW	Fiona Philippi	FP
Nathalie Hepworth	NH	Natalie McMenamy	NM
Erika Rinaldi	ER	Hazel Ferguson	HF
Louise Russell	LR	Louise McDonald	LM

<b>Apologies</b>	<b>Initials</b>	<b>Apologies</b>	<b>Initials</b>
Claire Palmer	CP	Lynne Meah	LM

## DISCUSSION RECORD

<b>1</b>	<b>Introductions and Apologies</b> <ul style="list-style-type: none"> <li>All welcomed with apologies noted above</li> </ul>	
<b>2</b>	<b>Minutes from previous meeting &amp; any matters arising</b> Meeting minutes were accepted as accurate.	

3	<p><b>Treasurers Update</b></p> <p>Current balance is £4,813.56. This does not include income from the bonfire night stall which PTA are currently chasing the Whipman Committee for.</p> <p>The Hardship Fund sits at approx £1300. A transfer of £285.31 is planned from the main fund to the Hardship Fund this term.</p> <p>Main spending this term has been on the ELC &amp; P1 introduction day, a trip to the Theatre, Chocolate Coins for the children at Christmas, Books and subsidizing coaches for school trips.</p>	
4	<p><b>PTA Update</b></p> <p>The PTA have been a bit quieter this term after a busy and hectic run up to Christmas. The next meeting is planned for 6 February 2024. They are requesting a Wish List of items from the school so they can identify fundraising priorities for the rest of the year.</p> <p>JC to email ER details of items in detail including netball nets that were previously mentioned to PTA.</p> <p>.</p>	JC
5	<p><b>Head Teacher Update</b></p> <p><b>Staffing Update</b></p> <p>We have now welcomed Mr Colin Hunwick as an Additional Needs Assistant in school. He has settled in very well and is working with young people across all stages.</p> <p>We bid a farewell to Ms Macdonald our NQT, who decided after careful reflection that she would prefer to take up the flexible route into teaching. Ms Macdonald resigned her post here at West Linton. Mrs Ruth Vinyard was interviewed and was successful in securing the full time post in our Primary 7 class. Mrs Lawson, who had been working in our Primary 7 class on a Thursday, now teaches Primary 3 on a Friday (originally Mrs Vinyard's position within the school). Mrs Meah who was supporting Ms Macdonald returns to full time class commitment in Primary 3/4.</p> <p><b>School Improvement Plan/ Policy Updates</b></p> <p>The Respectful Relationships Policy Statement has been discussed with Parent Council representatives and is available for discussion this evening, with the wider group.</p> <p>We continue to develop our school approaches to the SBCWay and have had a focus on Reading and Listening &amp; Talking, so far. We begin to look a little further into Writing on the inservice day.</p> <p>Teaching staff will engage with learning in the areas of:</p> <ul style="list-style-type: none"> <li>- Nurture Principle 4 – Language is a Vital Means of Communication</li> <li>- Child Protection</li> <li>- Writing</li> <li>- Improvement Groups</li> </ul> <p>Support Staff will engage with learning in the areas of:</p> <ul style="list-style-type: none"> <li>- Developmental stages of mathematics</li> <li>- Accessibility tools on iPads</li> <li>- Dyslexia and how to support pupils with specific literacy difficulties</li> </ul>	

	<p><b>Good News Stories</b></p> <ul style="list-style-type: none"> <li>- Our netball team won the borders final at Queens Centre Galashiels</li> <li>- Young people and staff ate a delicious Christmas Lunch</li> <li>- ELC &amp; P1 performed a fantastic Nativity</li> <li>- P6 &amp; 7 performed an amazing panto</li> <li>- All year groups had Christmas Parties and Santa himself made a visit to WLPS</li> <li>- P3 led the Christmas service at St Andrew's Church</li> <li>- Pupils in P3/4, P4 &amp; P5 have all taken part in Slow Cooker classes, as part of the health and wellbeing curriculum offer.</li> <li>- The Sporthall Athletics Team won bronze at the Area competitions last week.</li> <li>- Our Primary 5 pupils enjoyed their trip to the Scottish Parliament today.</li> </ul>	
6	<p><b>SBC Respectful relationships working group update</b></p> <p>A final draft of this policy has now been completed and will be circulated as an attachment to these minutes</p>	LP
7	<p><b>Pre and after school care for 2024/25 update</b></p> <p>Some more people have responded to the survey. 29 in total now. Most looking for after school care rather than breakfast club. JC will next meet with providers to present the data from the survey. It is then up to providers to decide how/if to take this forward.</p> <p>There was a question on holidays and whether holiday clubs were being considered. PAC are not registered for the tax free childcare scheme making it unaffordable for some. Again, this is for the current childcare providers within the Village to decide.</p>	
8	<p><b>Roles and responsibilities of PC / PTA reminder and discussion</b></p> <p>Discussions took place around how best to promote PC/PTA and encourage volunteers.</p> <p>JC will pass ER a list of the groups currently running in school e.g. Pupil Voice, Eco Committee so PTA can perhaps collaborate with those groups on fundraising activities. May be more likely to encourage parent/carer volunteers if children are involved.</p> <p>It was decided to aim for upcoming Parents Evenings in March as an opportunity to promote PC/PTA. Decided to investigate possibility of investing in a banner that advertises PC. Children could take part in a competition to design a new Parent Council logo to be placed on the banner. JC to organize a competition for a logo. FP &amp; LP to arrange for quotes for banners and leaflets.</p> <p>Discussion took place about updating reception area. E.g. remove the thermometer fundraising target, replace with pie charts or other display perhaps showing where latest PTA fundraising was spent. Keep this updated and current.</p>	<p>JC</p> <p>JC</p> <p>LP</p> <p>FP</p> <p>ER</p>

	<p>Stickers were suggested which stated “paid for by money fundraised by your PTA”. PTA to ascertain quotes for this too. Perhaps also include new logo on these.</p> <p>Disucssion around having “big ticket items” to fundraise for. This tends to focus people’s minds, they are perhaps more willing to donate when they know what exactly the money is spent on. Easier to fundraise for than general items. ER and JC to discuss and present ideas to next meeting.</p> <p>A discussion then took place around the replacement of the Smart Boards within school as these are a “big ticket item”. Lots of discussion around why school has to fund this and not SBC. It was felt parents would ask the same questions if being asked to fundraise for Smart Boards. JC to investigate option of a Business Partner from SBC being invited to present at a PC meeting to answer these questions.</p> <p>The same discussion was then had around the broken dividing wall between the gym hall and dinner hall. Parents would like answers on why this has not been repaired yet.</p> <p>Discussion also around organising a parent/carer only social evening to help people get to know each other and learn more about PTA/PC – might encourage some more volunteers. It was decided to save the organization of this for the March meeting ad focus efforts between now and then on Parents Evening as an opportunity for promotion. To be added to the agenda for the next meeting.</p>	<p>ER</p> <p>JC ER</p> <p>JC</p> <p>LP</p>
	<p><b>AOB</b></p> <p>None</p> <p><b>Next Meeting Dates agreed:</b></p> <p>5 March 2024 22 April 2024 4 June 2024</p>	

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	SBC – Respectful relationships policy. A final draft of this policy to be circulated as an attachment to these minutes		LP	29.1.24	
3	JC to pass ER a list of the groups currently running in school e.g. Pupil Voice, Eco Committee		JC	29.1.24	
4	JC/schol to organize a competition for a new parent council logo.		JC	29.1.24	
5	FP & LP to arrange for quotes for banners and leaflets.		FP LP	29.1.24	
6	Update reception area. E.g. remove the thermometer fundraising target, replace with pie charts or other display perhaps showing where latest PTA fundraising was spent. Keep this updated and current.		ER LP	29.1.24	
7	PTA to ascertain quotes for stickers. Perhaps also include new logo on these.		ER	29.1.24	
8	“Big ticket items” ER and JC to discuss and present ideas to next meeting.		ER JC	29.1.24	
9	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		JC	29.1.24	
10	Add the organising of a parent/carer social evening to next meeting’s Agenda		LP	29.1.24	