

MINUTES**WEST LINTON PRIMARY SCHOOL PARENTS COUNCIL**

Date	11 February 2025
Time:	6.00pm
Location:	West Linton Primary School and Teams

ATTENDEES

Chair: Lynsey Pollock	LP	Alex Scott	AS
Head Teacher: Jenni Curson	JC	Julie Naysmith	JN
Hazel Whitefield	HW	Kimberley Green (via Teams)	KG
Claire Ferguson (PTA Rep)	CF	Fiona Philippi	FP
Tristan Compton (PHS Rep)	TC	Jilly Smith (Secretary)	JS

APOLOGIES

Louise Fraser, Claire Palmer, Hazel Ferguson (Treasurer), Natalie McMenemy, Louise Russell, Lynne Meah, Natalia Hepworth

1	INTRODUCTION	Action
	LP noted the above apologies and advised that Louise Fraser was standing down as the Parent Council's Secretary with immediate effect. Jilly Smith agreed to replace Louise in this role.	
2	MINUTES FROM PREVIOUS MEETING AND MATTERS ARISING	
	The minutes of the previous meeting of 13.01.25 had yet to be finalised and would be circulated as soon as possible.	LP
3	TREASURERS REPORT	
	See below.	
4	PARENTS TEACHERS ASSOCIATION (PTA) UPDATE	
	CF advised that income from Christmas cards, a £1k Tesco grant and a £100 contribution from The Knot had all now been received. With a small additional contribution from PTA funds, Lego had been purchased with The Knot's kind donation. More recently the PTA had also covered the cost of transportation to an athletics competition and purchased crochet needles. Costing for the Whipman Disco was underway and CF advised she was hoping to hear back about the duck race	

	<p>soon. It was being presumed that the PTA had been unsuccessful in relation to the Whipman Book Sale as there had been no further contact.</p> <p>P7 Art Evening</p> <p>CF explained there was an Art Evening event coming up on 19 May 2025. It was an opportunity for local artists to attend and raise funds for P7. CF added it would be an ideal opportunity for this event to be a collaboration between P7, PTA and Parents Council (Council). The meeting unanimously agreed it was a fantastic chance to include the wider community and especially for those with no current ties to the school.</p>	
5	HEADTEACHER UPDATE	
	<p>5.1 Staffing Update</p> <p>We can now confirm that Mrs Ana MacCallum will be our School Administrator. Mrs MacCallum performed very well at interview, and her pre-employment checks are now complete. Mrs MacCallum will begin with us on 14th February for a few hours and then the week after the half term break will be her official start. We look forward to welcoming her to our staff team and school community. Furthermore, Ms. Johnston had completed her term with the P2/3 class.</p> <p>5.2 School Improvement Plan Update</p> <p>SBC Way Breakthrough Curriculum</p> <p>We began our focus on Maths and Numeracy last week with an introductory video and a focus on strategies for engaging maths teaching e.g. concrete, pictorial and abstract approaches. We will now be moving towards considering what this looks like for us in classes at West Linton Primary School.</p> <p>All teachers are currently involved in Peer Observations across the Tweeddale Cluster, including some observations taking place across secondary and primary sectors. Staff are enjoying the opportunity to look outwards to different schools, using the Education Scotland moderation cycle. We would like to congratulate Mr Kevin Ryalls on his successful appointment as the permanent HT at Peebles High School. His passion and clear vision for leadership has taken the school great strides forward already and I look forward to continuing an already strong partnership with Peebles High School in the next weeks and months; particularly since our Cluster Improvement Plan aims to improve transition arrangements for Primary pupils going to PHS.</p> <p>Raising Attainment and Achievement</p> <p>JC was pleased to note that The Scottish Government Curriculum for Excellence Attainment Data grab for the mid-point of the school year saw gains in several areas.</p> <p>The whole school attainment was sat at:</p> <p>90% of learners on track for reading and maths 94% on track for talking and listening; and 87% on track in writing.</p> <p>The meeting noted this was an excellent outcome. The target is 90% and with the remainder of the academic year still to follow. JC continued that writing will remain as a focus this session and it's</p>	

	<p>hoped that writing will reach its target to achieve a good attainment across the school.</p> <p>Good News Stories</p> <ul style="list-style-type: none"> - A fantastic Scotland focus fortnight with all young people across the school learning a Scots language poem, culminating in a Scots poetry recital on 16th January - Primary 1 went to visit the Wee Blethers group to share some Scottish Songs and poetry with them. - A very well attended Primary 6 Burns' Supper. - A fantastic turn out to our (almost) all digital Café Conversations – A really wonderful Parent Engagement with many families represented. - OPaL groups have Lead whole school structured play activity in Basketball, dance, rugby and football to name a few. - We successfully supported a third year BEd student through her school experience in P2/3 - We were third in the Active Schools Sportshall athletics competition. - Primary 7 pupils have started their enhanced transition to PHS. - Primary 5 pupils have had a very successful trip to the Forth Road Bridge as part of their Science, Technology and Mathematics learning. Thank you for PTA supporting with the cost of the bus. 	
6	Smart Boards	
	<p>JC advised that the final updated cost in full for 2 smart boards was £4760. The original sum of £1300 as previously discussed, had been the school's prior contribution to 1 smart board and was unfortunately not the final cost. If agreeable, JC wanted the Council to fund one smart board at £2335 and for the school to fund the other at £2335. It was noted there was sufficient funds available (actual figure unknown but circa £5k) and that any funding for items on the Wish List could be covered by other sources e.g. Tesco Grant for outdoor equipment. JC confirmed the priority from the teacher's perspective at this time was the smart boards. There was an urgency to reach a conclusion given the school's forthcoming financial year end and the allocation of budgets. The meeting discussed and agreed to split the cost of 2 smart boards £2335 each subject to CP providing final confirmation of the balance of PTA funds.</p> <p>Wish List</p> <p>HW had almost completed this task.</p> <p>Swimming Lessons</p> <p>It was noted that swimming lessons had been put on hold and an update would be given at the next meeting.</p>	<p>CP</p> <p>HW</p>
7	Partition Wall	
	<p>JC was pleased to report that funding for the broken partition wall had been secured from Scottish Border Council's (SBC) capital fund as the wall is regarded as a community resource. Lesley Munro had confirmed by email that quotations were being obtained and it would most likely be replaced</p>	

	sometime during April. This news was welcomed and it was agreed it would have a significant and positive impact on school life and the community.	
8	Policy Review	
	JC advised there are 2 policies in need of review. Firstly, to update the Learning and Teaching Assessment to bring it into line with the SBC Way and secondly, to draft a new Equality and Diversity Policy. It was hoped 2 small working groups consisting of between 3-10 volunteers, over 4-5 meetings, covering each level of learning should be sufficient to achieve this task. JS, CP and HF offered to be part of this process and it would be opened to all those wishing to become involved. JC advised she would be in contact to those who volunteer.	JC
9	Trim Trail	
	LP noted she was asked to raise with the Council why the Trim Trail was currently closed. JC was able to advise that due to weather and staff shortages in the playground, circumstances had not been conducive for it to be opened safely. Where possible, the intention is to always have it accessible to pupils and the community. It was noted that historically agreement had been reached between residents of The Smithy and SBC regarding usage and opening times. Access had originally been restricted due to anti-social behavior however JC advised that since lockdown this had significantly reduced. It was discussed and agreed that perhaps this arrangement should be revisited with a view to encouraging as much usage as possible. LP noted The Smithy's upcoming AGM meeting would be an ideal time to raise this. TC also suggested that perhaps SBC could review making the equipment safer during wet weather given the insurance implications. JC agreed to direct this query to Gareth Smith.	LP JC
10	PEEBLES HIGH SCHOOL UPDATE	
	TC presented an animation video along with up-to-date pictures of the brand-new school explaining that parts of the old school will be demolished leaving certain listed areas available for purchase. Builders are confident that the school will open following the October break this year. The school must also meet huge energy efficiencies or risk losing significant investment. The Council thanked TC for the update and agreed the school will have a wonderful impact on the educational needs of the pupils of Tweedale for years to come. Presentation attached as an appendix	
11	ANY OTHER BUSINESS	
	West Linton Playground, Lower Green AS advised that he had recently attended a meeting of residents who had come together as an action group to upgrade the public park. It was expected that any new play equipment could cost circa £70-100k. Although SBC was responsible for the park, it had not been included in its foreseeable budget and local Councillor Eric Small was seeking to confirm if it was to be included	

	<p>in any plans at all. JC confirmed the school would support a new park and Ms. McGrath from ELC had attended the meeting on behalf of the school. It was noted there was no timeframe or detail of who would maintain any park going forward but the school confirmed it would be happy to be consulted on any design ideas and support the cause as required.</p> <p>Ipads</p> <p>AS asked for further information on the use of ipads within the school. JC was happy to clarify that from P4 onwards each pupil receives their own ipad. Ipads are refreshed every 4 years and P1-3 have ipads at a ratio of 1 per 5 pupils, which is the equivalent of a class set. With regards to screen time, it is an issue constantly under review and parents play a key role in this oversight. Ipads are used to enhance learning and not to replace teaching nor the practical skills of writing and jotters. LP advised that further information can be sought from the Inspire Team at SBC. JC confirmed that digital safety is a priority and was constantly evolving. It was agreed to post the Ipad Step by Step Guide on Showbie for all parents to access.</p> <p>Events in the School</p> <p>TC noted that an event had to be cancelled on Friday 7 February due to a delay in participants which would have resulted in the school let being longer than the original allocated time. The event was subsequently cancelled and TC queried if there was any provision to prevent this happening again; particularly as the school is used by the community. JC advised that all bookings are made directly through SBC’s website. It is staffed by employees who fall under the remit of SBC and its express requirements. The staff are specially trained in health and safety procedures including the practical skills of closing the school and meeting insurance obligations. JC advised that Ms. McGrath and Mr. Hunwick were currently undertaking Premises Duty Manager Training to enable them to be additional key holders. Beyond this, the school itself had little control over events. TC confirmed he would contact SBC to see if there could be any flexibility or improvement to the current system in place. JC agreed to find a suitable point of contact within SBC.</p>	<p>JC</p> <p>TC JC</p>
12	Date of Next Meeting	
	<p>18 March 2025</p> <p>12 May 2025</p> <p>10 June 2025</p> <p>AGM 2025 TBC – WLPS PC and PTA</p>	

MATTERS ARISING

NO	ACTION	OWNER	MEETING	UPDATE
1.	ELC Hours – contact SBC re lack of childcare provision	LR	26.11.24	
2.	AGM 2025 – date TBC	LR	On going	
3.	Finalise Minutes of 13.01.25	LR	11.02.25	
4.	CP to confirm PTA budget for smart board purchase	CP	11.02.25	
5.	Wish List – item next meeting	HW	11.02.25	DONE
6.	Swimming lessons – item next meeting	JS	11.02.25	DONE
7.	Trim Trail - approach The Smithy residents for review - ask corporate landlord for wet surface solution	LP JC	11.02.25	
8.	PHS – add link to Minutes	LP	11.02.25	
9.	Ipad Policy on Showbie	JC	11.02.25	
10.	Events in the school – TC to contact SBC. JC to provide a contact.	TC/JC	11.02.25	