

## **Clermiston Parent Council AGM Minutes – 23<sup>rd</sup> May 2022**

**Attendees:** Charlie Goldsmith, Emma McLoughlin, Eric Jackson, Euan Hyslop, Fern Findlay-Greene, Geraldine Forsyth, Gordon McIntyre, Katie Campbell, Suzanne Gilhooley, Kirsty Gallen, Laura Smith, Lisa Keddie, Mandy White, Mary Bisset, Morag Morrison, Neil Gibson, Rachel Liddell, Rita Nogueira, Sandra Dargie, Stuart Lithgow, Alison Lynas, Karen Souza

**Apologies:**, Anne Scott, Jennifer Inglis Jones, Rachael Lynch, Shabnam Hussain

### **1. Welcome**

Sandra welcomed everyone to the meeting. Previous minutes were accepted.

Welcome to Euan Hyslop who joins us as our new local councillor. Euan shared his willingness to support our projects on-going with the council and to assist us with future endeavours.

### **2. Discussion Papers**

**a. Chairperson's Report:** Chairperson's annual report circulated.

**b. Treasurer's Report / Independent Examiner's Note:** Treasurer's report circulated. Fern shared highlights taking over the role as Treasurer from Rachel Liddell and having internet banking set up. Due to the timing, the following they were not included in the report: Football Coaching, P5 Trip, P7 Ties, recent Gardening Expense.

Noted; Jen recommended we document decisions for significant spend and include the minutes as we will need to have a strict set up if we are to convert to Charity status.

**c. Appointment of Independent Examiner for accounts:** Jennifer Inglis-Jones agreed to stay on as Independent Examiner for our accounts for the next year.

**d. PC Office Bearers 2022-23:** Confirmed the following are happy to continue in their role for another academic year:

- i. Chair: Sandra Dargie
- ii. Secretary & Uniform representative: Anne Scott
- iii. Treasurer: Fern Findlay-Greene
- iv. Head of Fundraising: Kirsty Gallen

If anyone would like to put themselves forward for one of the above positions, or suggest a new role to manage, then please email Sandra.

**e. Facebook group administrators:** Current administrators Alison Lynas and Karen Souza are happy to continue in their role but would like one more volunteer to assist as Katie Campbell departs the PC. Mandy White put herself forward as a volunteer.

**f. Fond Farewells to Katie, Neil and Rita:** Sandra shared her thanks to Katie, Neil and Rita for their hard work on the PC and their unwavering support will be a huge loss. Gordon and Geraldine both added their kind words and gratitude.

**g. Natural environment projects 2022:**

- i. **Gardening & Painting Days:** Shared a summary of the recent work to the wildlife garden and re-painting of the path. Recommended we keep these days going as it's

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a great opportunity for parents to connect without the pressure of joining a committee.

Mary shared her idea about treating the flowerbeds like an allotment, one flowerbed per family per year. It would be their responsibility to maintain their flowerbed out-with school times. Gordon didn't have any initial issues with the idea and agreed to take it away to discuss with Geraldine before we put into action. **Action – Gordon & Geraldine**

- ii. **Bees:** Webster Honey place a hive on a flat roof, the hive remains their property and the keeper would access it every 7-10 days between Apr-Oct. They offer a 10 course education on the importance of bees in the eco system for the children. We get 5x jars of honey plus the option to buy more. The cost is £600 per year.

Two initial reservations being cost and bee stings. Neil said they are on lots of roof tops and generally don't bother humans. Agreed to run a poll on Facebook and ask the wider Parent network how they feel about this suggestion. **Action - Sandra**

Gordon said he would like to speak with other schools about their experience before committing to the idea. Further research to be undertaken. **Action - Mandy & Gordon**

- iii. **Recycling and Litter:** The CEC have provided internal recycling bins to the school to cover Classrooms, Corridors, Kitchen, Dining and confidential paper. These are colour coded to match household bins.

Gordon confirmed there was no change to the external bins which cause the issue with litter being blown across the grounds; he agreed to feedback to the FM Team about the frequency of the bins being emptied. **Action – Gordon**

The school have purchased more litter pickers to encourage the children to pick up rubbish. Eric confirmed that milk cartons could be recycled through the new CEC recycling system.

- h. **Football Coaching:** Training has begun and going well. P4/P5 offer 30x spaces but not all taken up. P6/P7 have 15x spaces with two parents getting their PVG checks. Children keen to play matches however coach Josh is yet to arrange.

Next term we would be asking parents to fund the coaching. Emma speaking to Mattie to see if Active Schools can advice on how best to proceed. **Action - Emma**

Huge amount of effort and time to get this set up, thanks to Emma. Feedback to Sports Scotland about our experience.

- i. **Fence/Roads/Parking:** Gordon confirmed the fence replacement works are due to be completed between 4<sup>th</sup>-24<sup>th</sup> July. Euan and Sandra will follow up with CEC on the Road works date. **Action – Euan & Sandra**

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Lollypop lady at Drum Brae is unfortunately still off. Sandra agreed to contact Paul Murrell and find out the latest. **Action - Sandra**

- j. **Parking bollard figures:** Sandra thanked the bollard volunteers; Neil, Morag, Guy, Jill and Stuart. Its working well although we are due to lose Neil and Morag so we need new volunteers to support this initiative. A few parents have suggested it would be helpful after school as well however we need the volunteers to support this.

Katie suggested we create a list of recruitment jobs to help pull in parents that don't want to join the meetings. We could share on the Whatsapp Groups which is a great way to reach out next term. **Action – Mandy**

- k. **PC video:** Katie and Karen are putting a video together to advertise what we do, to attract new members to the Parent Council. **Action – Katie & Karen**

Laura suggested we arrange adult only social events to encourage parent engagement. Suggest we speak to parents on Sports Day to boost engagement.

- l. **P1 bags & P1 PC introductions:** Mrs Templeton has requested we continue with the P1 Homework Bags as it's handy for the children to use. Suggest we include a postcard photo of the PC group and push the messaging that the PC funded the bags.

P1 'Meet the Teacher' is booked for Wednesday 15<sup>th</sup> June 09:00-10:15. Mrs Gilhooley requested a few PC members attend and manage a school clothing rail. Since the meeting Sandra and Mandy have agreed to volunteer for this event.

Emma said she can post on Facebook to request clean P1 clothing be handed in the reception so we can create a rail. The school to let us know if they either too much or too little so we can rectify. Geraldine agreed to contact Boarder Embroidery to ask for free samples of the uniform. **Action – Gordon & Geraldine**

### 3. Regular Updates:

#### a. Headteacher Report:

- i. **Any planned policy in regards to school comms to divorced/separated parents:** Gordon confirmed both parents can sign up to a Parent Pay account and receive communication from the school. Geraldine added that only one parent can order school dinners per child. Gordon agreed to send out details to parents about this. **Action - Gordon**
- ii. **Class photographs:** Since the agenda item the school has confirmed the date for these is 25<sup>th</sup>/26<sup>th</sup> May. Huge thanks to Mhairi for organising this.
- iii. **Clothing rail initiative:** Gordon confirmed it is now possible to reinstate the rail in school and would ask Mhairi where the rail is. Noted; parents can come in to the school if it's a one-off then no PVG is required, however if it's a regular arrangement then a PVG is required. **Action – Gordon & Emma**
- iv. **Recommencing school trips:** Since the agenda item this has begun with year groups organising trips. The main issue being transport with public being busy and private being expensive. A child won't miss a trip because of cost and school help subsidise when needed. PC keen to support trips and would appreciate a figure to work towards. **Action – Gordon & Geraldine**

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- v. **Sports Day:** query from parents as to whether they can stay in the grounds after drop off, parents are welcome to stay and hopeful of good weather. Confirmed if a child usually receives a cold lunch on a Friday then this will still be provided to them but other parents should cater for their kids.
- vi. **Mix Up Classes:** Laura asked if the classes would be mixed up this year and Gordon confirmed the only changes are from P1 to P2 when the three initial classes split into two. All other classes will remain with their current pupils unless a large proportion of children leave the school.
- vii. **Post lockdown:** Rita asked if children had recovered from lock down. Some issues, especially around P4, but generally children have settled back in and the impact has not been significant.
- viii. **HT General Update:** House Captains getting views of what is happening in school and advertising them. Staff meetings and child events, such as transition visits across the Learning Community (new name for Cluster) can now happen face-to-face. Buddy classes have restarted. Attainment results looking good so far.

### 4. Fundraising:

- a. **Rag Bag clothing drive:** Confirmed the success with the clothing drive and suggest we do this annually to boost funding. In addition, a new bin has replaced the previous one which had got into a poor state internally.
- b. **Plans for June 2022:** Confirmed event on 11<sup>th</sup> June 10:00-12:00 a Family Fun Day which main event will be a fun run with stalls. Booked ice cream van, balloon man and begun the organising of the stalls such as tombola, face painting etc. Volunteers needed for this event, please contact Kirsty if you can spare a couple of hours that day. Communication to follow; important to get paper info out to encourage pupil pester power. Staff encouraged to attend. Gordon advised the P7's are wishing to run a bake sale to raise money for Ukraine and they could help manage that on the day. Kirsty to be brought into the conversation and help make this happen. **Action - All**
- c. **EMF fundraiser:** Sandra thanked parents and staff for their donations for the marathon being run on Sunday.

### 5. A.O.B:

Suggested night out after the Family Fun Day on 11<sup>th</sup> June, meet in a local bar and have a few drinks together. Invite volunteers from the Fun Day and bring others along. **Action – Mandy**