



# Lasswade Primary School

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## LASSWADE PRIMARY SCHOOL – PARENT COUNCIL MEETING – MON 7 Sept15 MINUTES

### Present:

Sharon Connelly, Steve Clark, Gwen Lewis, Leigh Millar, Ann Morrison, Lynsey Stevenson, Iain Gossman, Louise Donaldson, Lynsey Binnie

### Apologies:

Ingrid Buchanan, Lorraine Maguire, Gilly Marshall, Barry Phillips, Karen Smith, Lesley Scott, Lynn Hill

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### MINUTES OF PREVIOUS MEETING

Accepted as accurate.

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### FUNDRAISING

#### Future Meetings and AGM

AGM : Confirmed as Monday 28<sup>th</sup> September at 6.30pm. P1 & P2 will be singing beforehand. Leigh and Sharon to check supplies in the cupboard. Lynsey to order Tea & Coffee and Steve to refund the school the money.

Meetings confirmed for:

Monday 28<sup>th</sup> September after the AGM

Monday 16<sup>th</sup> November

Monday 18<sup>th</sup> January 2016

Monday 18<sup>th</sup> April

### Office Bearer positions

After discussions the following people put forward their name for the various positions.

Chairperson : Ann

Vice-Chair : Position to be filled

Treasurer : Steve

Secretary : Sharon

### Action

- **Ann to put a note on facebook. Email to be sent.**

## **Fundraising events**

Events agreed at present:

Coffee Afternoon : Friday 2<sup>nd</sup> October 12.15-1.15pm

Autumn Fancy Dress Disco : Wednesday 28<sup>th</sup> October

Christmas Fair : Suggested date was Monday 30<sup>th</sup> November or Tuesday 1<sup>st</sup> December at High School.

Calendars – Leigh to check with Lisa dates for photos. Iain to print again.

Treasure Hunt – To be handed out 8 February to complete over half term.

Kids Bingo – school seeking feedback from Citizenship Gathering

Summer Fair – Saturday 18<sup>th</sup> June

Possible Further events to be discussed at the next meeting.

## **Coffee Afternoon**

To be run as a trial for possible future ones. Tea & coffee with baking donations, uniforms and bottles to be available. Would be held in the small hall.

### **Action:**

- Flyer to be produced

## **Autumn Disco**

The disco times are P1 to P3 6.00-7.00pm and P4 to P7 7.30-8.30pm.

Disco – Ann to DJ

Tickets – Cost £2.50 which includes refreshments

### **Action:**

- Sharon to submit LET form
- Sharon to produce flyer and tickets

## **Christmas Fair**

Either Monday 30<sup>th</sup> November or Tuesday 1<sup>st</sup> December suggested.

### **Action:**

- Sharon to check availability of High School
- Gwen to obtain forms for the renewal of the raffle licence
- Check with Pauline if she is able to run the raffle this year

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## **SCHOOL BUSINESS**

### **Uniforms**

Ann is unable to carry on with both roles of Chair and dealing with the uniforms. Louise to speak with School office about dealing with orders etc for uniforms. Borders will be able to offer a tie service, badges and recycled blazers. Ann to ask for a sample blazer which will be discussed at the Forum meetings.

### **Buildings**

Some toilets have been fitted with new units, flooring and painted over the summer. Unfortunately some have been vandalised and the issue is being closely monitored. With the heavy rain, leaking occurred through various window seals and the issue is being looked into.

### **Parking**

Ann was contacted by the Tenants Association regarding the parking issue. They are asking for the police to be visible and are looking at Safety Rescue routes during peak times. Ann has had no

feedback from PC Hutchison regarding the road closure and will chase. JRSO's have been appointed within school.

### **Wildlife Garden**

The structure has been completed and the planting will take place on Saturday 19<sup>th</sup> September 10.30-12.30. A newsletter has been sent out giving parents an update. Lynn is looking for volunteers to help greet people/ help with refreshments. As this is the holiday weekend, no staff members are available to help.

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### **Accounts Update**

Accounts to be audited up to 31<sup>st</sup> May 2015. Steve has contacted Jude Brown. Bank account currently sits at £9,850. Payment to Openspace to be made for £1,100 for the garden. Pantomime to be paid. School to discuss how the funds to be spent, current thinking: Outdoor play and learning equipment, funding of Generation Science, Tree of Knowledge presentation to P7.

### **Action:**

- Steve to obtain forms and have Louise and Lynsey as signatories.
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### **AOB**

Staffing : Interviews will be held shortly for a permanent teacher to replace Francis McTear. The position(s) for the Deputy post is to be advertised shortly. There is lack of supply teachers in Midlothian generally and as a result, there is currently no support for learning within school as members of staff are required to teach.

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**The date of the next meeting and AGM is Monday 28<sup>th</sup> September 2014**