



CUIKEN PRIMARY SCHOOL PARENT COUNCIL
Minutes of Meeting on
Tuesday 6 February 2018 at
7.00 p.m. at Cuiken School

Present

Claire Bond (Head Teacher)
Toni Coutts (Parent)
Gillian Drummond (Parent)
Petya Furnadzhieva (Parent, Treasurer)
Caroline Hughes (Parent)
Debbie McFarlane (Nursery SCDW)
Leanne Naismith (Parent)
Jane Tweeddale (Parent)
David Watters (Parent, Chair)
Alan Watt (Parent)
Lynsey Weir (Minute Clerk)

Apologies

Karen Bennett (Parent, Vice Chair)
Aoife Callaghan (Parent)
Amanda Crawshaw (Parent)
Janice Friars (Parent)

ACTION

1.0 WELCOME AND APOLOGIES.

David Watters opened the meeting by welcoming all especially our new faces. Apologies were noted as above.

2.0 APPROVAL OF PREVIOUS MINUTES.

Minutes 28 November 2017

- 1) David Watters advised that feedback from the future P7 and their parents/carers is being gathered about possible P7 hoodies.
- 2) David Watters advised that our response to Midlothian Council about budget cuts was submitted.
- 3) David Watters has priced bibs for Sports day, cost coming in around £250. All agreed for this to go ahead. David Watters to order.
- 4) David Watters has priced football strips and is in discussion with Brodie Abbott.
- 5) Claire Bond is still investigating about possible “waiting rooms” for parents/carers to wait in between pupil collection times.
- 6) Claire Bond has been in contact regarding the MacTuff event. Gillian Drummond to chase.

**David
Watters**

**Gillian
Drummond**

3.0 FINANCIAL REPORT.

- 1) Petya Furnadzhieva advised that the balance of the account is £1,800.

4.0 FUNDRAISERS REPORT.

- 1) David Watters thanked everyone for their support at our

Scots Night. A great night was had by all. Raffle tickets sales raised £96. Ticket sales are to be confirmed.

- 2) The next event will be Cuikens Got Talent event. Claire Bond advised that this will be held during the school day.
- 3) Debbie McFarlane thanked the Parent Council for the funding towards the Christmas parties.
- 4) David Watters to place on next meeting agenda – review of fundraising events.

**David
Watters**

5.0 HEAD TEACHER REPORT.

- 1) Staffing: It has been very challenging recently to recruit the right staff for our school. Unfortunately after 2 recruitment adverts we have been unsuccessful in securing a Depute Head Teacher for maternity cover. Mrs Galbucci and Mr Abbott have now been appointed as Principal Teachers and will take time out of class to support the Head Teacher. We have finally been able to secure a permanent supply to allow both Principal Teachers out of class time to carry out new roles. Sophie TBC joins the team on the 19 February. Claire Bond is currently in the school at all times and has cancelled all external meetings.
- 2) Provision: Due to external factors outwith our control our selected Teacher is now not able to join us. However, we have now secured someone who will join the team in 6 weeks. All of these staffing changes are effecting the children's behaviour in Provision and unfortunately this is having a knock on effect on the other pupils and teachers in the school. Health & Safety of the Provision area is being reviewed as this area is unsafe as pupils are currently able to get out via a fire door. Examples of behaviour were raised and discussed in great length with several parents raising issues of concern. 2 pupils have been excluded. It was agreed that the Parent Council contact Midlothian Council with concerns regarding safety to support the Head Teacher (Andrew Sheridan). David Watters to draft email. Several other parents also agreed to email concern.
- 3) Staff Absence: Very challenging at the moment due to the lack of supply. Today was particularly difficult due to 5 members of staff being absent and no supply staff available to cover, therefore classes had to be split up.
- 4) Trips: We are currently finding it hard to cover trips with teaching support and parent helpers. We are averaging about 2-3 trips a week with a combination of class topics and Midlothian Sporting events. In the future we will have to look at how trips are scheduled and planned in advance.
- 5) School Development Plan: Plans are still under discussion for the extra 6 classrooms but in the meantime we will be getting a tenth class come August as we will have 2 x P1 classes next session. It is under discussion to use the library as the extra classroom and move the library to the wrap around area. David Watters shared the plans from Midlothian Council.
- 6) School Improvement Plan: Claire Bond asked if the Parent Council have had any involvement in producing this in previous years. David Watters confirmed that we have been

**David
Watters**

involved with drafts and kept in the loop with previous plans. Claire Bond plans to focus on this at the next meeting and the points that will be taken forward for development i.e. maths & numeracy; nurturing. David Watters to place on agenda.

**David
Watters**

6.0 FUNDING REQUESTS.

- 1) No funding requests were noted.

7.0 DUPLICATE LETTERS.

- 1) Toni Black asked if there is a chance that letters can only go to one pupil in the family. Claire Bond to speak with the office about using a sibling/family list.

Claire Bond

8.0 WIDENING OF PATHWAYS INTO THE PLAYGROUND.

- 1) Gillian Drummond asked about the possibility of widening the entrance path into the school playground which goes around the nursery playground area. It can be a bottle neck with pupils, parents, prams and bikes. Claire Bond to discuss with the Clerk of Works but it is unlikely to happen soon due to the future extension plans.

Claire Bond

9.0 SCHOOL UNIFORM RECYCLING.

- 1) Dates to hold a school uniform recycling event to be discussed at the next meeting. David Watters to place in agenda.

**David
Watters**

10.0 ANY OTHER BUSINESS.

- 1) David Watters has emailed all about the Midlothian Play event on 1 March if anyone is free to attend on behalf of the Parent Council.
- 2) David Watters advised that Isobel Pattie from the Midlothian Lifelong Learning team would like to attend our next meeting to gather some parent/carer feedback. David Watters to invite to the meeting.

**David
Watters**

DATE OF NEXT MEETING.

- 1) The next meeting will be on Tuesday 20 March 2018 at 7pm within Cuiken Primary School. Future meeting dates are set as follows: Wednesday 9 May 2018; Tuesday 12 June 2018.