



## CUIKEN PRIMARY SCHOOL PARENT COUNCIL

Minutes of Meeting on  
Tuesday 20 March 2018 at  
7.00 p.m. at Cuiken School

### Present

Claire Bond (Head Teacher)  
Toni Coutts (Parent)  
Gillian Drummond (Parent)  
Janice Friars (Parent)  
Petya Furnadzhieva (Parent, Treasurer)  
Debbie McFarlane (Nursery SCDW)  
Leanne Naismith (Parent)  
Isabel Pattie (Community Lifelong Learning &  
Employability, Midlothian Council)  
David Watters (Parent, Chair)  
Alan Watt (Parent)  
Lynsey Weir (Minute Clerk)

### Apologies

Karen Bennett (Parent, Vice Chair)  
Aoife Callaghan (Parent)  
Amanda Crawshaw (Parent)  
Hilary Larkins (Parent)  
Jane Tweeddale (Parent)

### ACTION

#### 1.0 WELCOME AND APOLOGIES.

David Watters opened the meeting by welcoming all especially our guest Isabel Pattie. Apologies were noted as above.

#### 2.0 APPROVAL OF PREVIOUS MINUTES.

Minutes 6 February 2018

- 1) David Watters advised that bibs for Sports day have been ordered via the school office.
- 2) Gillian Drummond to chase about the MacTuff event.

**Gillian  
Drummond**

#### 3.0 FINANCIAL REPORT.

- 1) Petya Furnadzhieva advised that the balance of the account is £2,235.

#### 4.0 FUNDRAISERS REPORT.

- 1) David Watters advised that Scots Night ticket sales raised £318.
- 2) David Watters will be in touch with all regarding the organisation of a Summer Fayre (see point 9).

**David  
Watters**

#### 5.0 HEAD TEACHER REPORT.

- 1) Staffing: Kimberley Hughes visited with baby Mara last week. lovely to see them. Fully staffed at present. Karen Hancock will be released on a Wednesday, being replaced by Marion Pringle, to allow her to perform Principal Teacher duties.
- 2) Defribulator: Claire Bond asked about the situation with this as Lesley Mason brought it up at the Staff meeting. David

Watters to speak with Penicuik First Responders.

- 3) Book Week Breakfast Club will be held on Tuesday 27 March, re-scheduled from snow days. Info to come home via schoolbag drop.
- 4) Parents Voice on literacy; numeracy and maths; health & wellbeing was gathered at recent Parents Evenings. This was available for Parents to comment on, views still welcome. Comments will be used to form next year's School Development Plan. A questionnaire will come out to parents/carers to gather further views. Petya Furnadzhieva suggested asking parents at the Breakfast Club and Debbie McFarlane suggested asking nursery parents at next week's Easter event. Claire Bond and David Watters to discuss further after the Easter break.

**David  
Watters**

**Claire Bond /  
David  
Watters**

## **6.0 FUNDING REQUESTS.**

- 1) It was agreed to fund £500 towards the nursery Summer term trip (see point 8).

## **7.0 LIFELONG LEARNING.**

- 1) Isabel Pattie attended to present on the 3 year plan for Lifelong Learning and Employability. A study containing questions and topics is being gathered. Parent Councils are being asked to participate in this study and reply via Survey Monkey. It was agreed that this be put on the school website / facebook page. Deadline for response is the end of March. Lynsey Weir to place survey monkey link on the facebook page. Claire Bond to place on school website / twitter.

**Lynsey Weir  
/ Claire Bond**

## **8.0 NURSERY TRIP.**

- 1) Toni Coutts requested funding for the nursery family trip at the end of Summer term. The cost of buses increases costs to families which is why other options are being investigated this year i.e. pay for venue entry/provide own transport. Any funding contribution would be gratefully appreciated and would reduce the overall cost for parents. It was agreed to fund £500. Petya Furnadzhieva to action cheque. Debbie McFarlane advised that it is planned for a specific fundraiser to be held within the nursery for future trip funding. Debbie McFarlane thanked the Parent Council for their support and will communicate this excellent news to Nursery parents/carers.

**Petya  
Furnadzhieva**

## **9.0 FUNDRAISING IDEAS.**

- 1) David Watters reported that the Halloween disco and Scots Night are always popular events and will be kept on the event calendar.
- 2) The idea of a Summer/Autumn or Christmas fair was discussed. After discussion a Summer fair for this year was decided upon. David Watters to email all to take forward. The 16 June was agreed.
- 3) Claire Bond advised that the 3 year Christmas cycle with

**David  
Watters**

Nativity / Christmas Show / Carol Service will be changed this year to avoid unnecessary stress and loss of learning time at an already extremely busy time of year for all. Christmas plans to be discussed with staff and at a future Parent Council meeting and then taken forward.

#### **10.0 SCHOOL UNIFORM THRIFT SHOP.**

- 1) The idea of a "Button Box" type event being held for school uniform for discussed, whereby families can attend and take a selected number of items for free. After discussion it was agreed that we continue as we have been doing and roll out the school uniform Thrift Shop at school events such as Parents Evenings and Learning Sessions with the addition of an open time after morning drop off / afternoon pick up. It was felt that although it is not overly used it is an extremely useful service to offer for recycling and to raise additional funds for the school office to use. Debbie McFarlane to advise Lynsey Weir of Nursery Easter event and Transition dates in order to catch Nursery parents/carers.

#### **11.0 ANY OTHER BUSINESS.**

- 1) Toni Coutts asked if the whole class go together at the book fair. Claire Bond explained the process of how the Book Fair runs.

#### **DATE OF NEXT MEETING.**

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

**Debbie  
McFarlane /  
Lynsey Weir**