



## CUIKEN PRIMARY SCHOOL PARENT COUNCIL

**Minutes of Meeting on  
Tuesday 12<sup>th</sup> June 2018 at  
7.00 p.m. at Cuiken School**

### Present

Claire Bond (Head Teacher)  
Aoife Callaghan (Parent)  
Amanda Crawshaw (Parent)  
Gillian Drummond (Parent)  
Hilary Larkins (Parent)  
Leanne Naismith (Parent)  
Jane Tweedale (Parent)  
Alan Watt (Parent)  
David Watters (Parent, Chair)

### Apologies

Karen Bennett (Parent, Vice Chair)  
Toni Coutts (Parent)  
Janice Friars (Parent)  
Petya Furnadzhieva (Parent,  
Treasurer)  
Lynsey Weir (Minute Clerk)

**1.0**

### **WELCOME AND APOLOGIES.**

David Watters opened the meeting by welcoming all.  
Apologies were noted as above.

**ACTION**

**2.0**

### **APPROVAL OF PREVIOUS MINUTES.**

#### Minutes 09 May 2018

- 1) David Watters still to email the Parent Council group regarding data protection changes.
- 2) David Watters to chase information regarding defibrillators.
- 3) David Watters confirmed that a cheque for sports bib has been forwarded to the School office.
- 4) David Watters confirmed that payment from the Parent Council was being made to the Nursery for their Summer Outing.
- 5) Claire Bond informed the group that there had been an ongoing dialogue with Midlothian Council and the bus companies over pupil lists. Discussions are continuing.
- 6) Claire Bond confirmed that there had been contact with PHS Maths teachers about maths teaching. Feedback had been positive and there

**David Watters**

**David Watters**

**Claire Bond**

are more meetings to follow in the new school year.

### **3.0 FINANCIAL REPORT.**

Petya was unable to attend but David advised the group that the payments noted above had been made, and that a total of just over £600 had been raised at the Summer Fair.

### **4.0 FUNDRAISERS REPORT.**

David Watters talked about the Summer Fair that had just been held at the school on Saturday 9<sup>th</sup> June. It had raised about £610 and had proved a success with the majority of those attending. David thanked everyone for their contributions and encouraged all to feed back any comments or criticisms.

### **5.0 HEAD TEACHER UPDATE.**

Claire Bond began by updating all on staffing problems caused by an unavoidable long term absence, for which no cover has been available. This has therefore meant that other staff in the school have had to be moved around. Other consequences of this have been that discussions around classes & staff for next year, and reports for this year have been delayed. Some parents asked about composite classes and how these are decided. Mrs Bond explained that these are usually decided by age/date of birth but that the school has the discretion to move pupils for other, good reasons. She is happy to discuss with parents if necessary.

Aoife Callaghan asked how decisions are made about job sharing. Mrs Bond explained that sharing is not always ideal but that teachers can be put together for a class according to individual working patterns, e.g. if two members of staff are part-time and their hours are compatible.

Mrs Bond also informed the group that the staff would be adopting a different model for school reports and meetings in the new school year. The new report will be a Word document, which is intended to be more personal. Parents Night will be held in October, and reports issued round Easter.

Consultations between parents/carers and staff will then be in June.

Mrs Bond also began the discussion about dates for School/PC events so that these could be added to the school calendar for 2018/19. It was agreed that the Halloween discos would be held on Thursday 25<sup>th</sup> October; Scots Night on Thursday 25<sup>th</sup> January, and that a Summer Fair would be held on 1<sup>st</sup> June 2019. There was also talk of ideas for Christmas events –

with the final format to be decided – but most likely to be held on Friday 14<sup>th</sup> December.

**6.0 FUNDING REQUESTS.**

No requests noted.

**7.0 PROPOSED DATES FOR 18/19.**

David Watters started the discussion about the proposed dates that had been circulated with the agenda, and the talk of a new start time for meetings. Some of the suggested dates were not suitable so David was to contact Lynsey Weir with replacement dates to check their suitability. The latest dates for 18-19 are as follows:

- Wed 29 Aug
- Wed 19 Sep (AGM) [possibly afternoon]
- Tues 30 Oct
- Wed 28 Nov
- Tues 5 Feb
- Wed 20 Mar
- Tues 6 May
- Wed 12 June

There was agreement that the suggested start time for meetings of 6pm was not suitable to the current members of the Parent Council, but everyone was happy to discuss, in future, about meetings at other times that suited others in the Parent Body at Cuiken. This led to further talk about how to attract more members to the Parent Council, with the possibility of Friday morning meetings/coffee events; how to attract more to the AGM and the possibility of a competition (for pupils) to rebrand the Parent Council & its logo.

David Watters to take these ideas forward to future meetings.

**8.0 HUNTER AND LASS AT CUIKEN.**

Amanda Crawshaw raised the question of there being greater involvement between the school and Hunter and Lass events. She had not known that pupils from Cuiken were supportives for this year's Junior Hunter and Lass and believed that more should have been made of this significant association.

Claire Bond replied to say that while she agreed, timings had been tight this year and so staff had not had enough time to do more.

It was suggested that P6 pupils might enter the Pram

**David Watters**

**David Watters**

Race in future, and Mrs Bond agreed that she would contact the organising body to ask about how the school could be more involved.

**Claire Bond**

**9.0**

**LANGUAGE TEACHING.**

David Watters asked, on behalf of other parents, about language teaching at the school as it was felt that things had ‘stalled’ in recent months.

Claire Bond replied to say that language teaching had been hindered by the need to re-assign the teacher responsible because of the absence noted above.

Mrs Bond also added that language teaching next year would be provided by individual class teachers

**10.0**

**RECYCLING PROGRAMME**

David Watters discussed the recycling programme that Karen Bennett had highlighted and it was agreed that this was something that certainly bears further investigation, David to ask Karen to take this forward

**David  
Watters/Karen  
Bennett**

**11.0**

**ANY OTHER BUSINESS.**

David Watters asked if there were any other plans to develop the playground in light of the recent letter about materials for the sensory playground for younger pupils. Claire Bond explained that the area to be used for this was not in the main playground, so there should not be any concerns about losing space.

Aoife Callaghan raised the issue of aggressive dogs outside the school. Claire Bond will discuss this Aoife outside the meeting.

**Claire Bond**

Hilary Larkins asked if there are any new lunchtime clubs planned for the new school year. Claire Bond said that she would check with staff to see if anyone is planning to do this.

**Claire Bond**

Finally, it was noted that Toni Coutts has stepped down from the Parent Council. Toni’s contribution over the last few years have been greatly appreciated and it is a pity that she has left.

**DATE OF NEXT MEETING.**

The next meeting will be on Wed 29 Aug at 7pm within Cuiken Primary School.

Future meeting dates are set as above.