



## CUIKEN PRIMARY SCHOOL PARENT COUNCIL

Minutes of AGM on  
Tuesday 30 October 2018 at  
7.00 p.m. at Cuiken School

### Present

Gillian Bathgate (Travel Co-ordinator, Midlothian Council)  
Karen Bennett (Parent, Vice Chair)  
Claire Bond (Head Teacher)  
Aoife Callaghan (Parent)  
Toni Coutts (Parent)  
Gillian Drummond (Parent)  
Petya Furnadzhieva (Parent, Treasurer)  
Leanne Naismith (Parent)  
Jane Tweeddale (Parent)  
David Watters (Parent, Chair)  
Lynsey Weir (Minute Clerk)

### Apologies

Amanda Crawshaw (Parent)  
Hilary Larkins (Parent)  
Debbie McFarlane (Nursery SCDW)  
Alan Watt (Parent)

### ACTION

#### 1.0 WELCOME AND APOLOGIES.

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

#### 2.0 PARKING.

- 1) Gillian Bathgate, Travel Co-ordinator, Midlothian Council joined the meeting to discuss current parking issues. Ideas discussed to remind parents/carers to 'Park Smartly' included:
  - Review of the school travel plan – look at unsafe and safe places to park with the help of our Junior Road Safety Officers. Re-issue the school travel plan to parents / carers.
  - Issue a 'park smart' pledge to parents / carers to sign and agree to.
  - Do a count of how many drive, walk or scoot and re-analyse after issuing the school travel plan.
  - Do a count of how many pupils cross at certain areas on the way to school and possibly re-access where the crossing patrol guides are positioned.
  - Regular visits from the traffic wardens.
  - The suggestion of a 'drop off area' was discussed for the grassy area at the top of Bellman's Hill. This would be useful especially with the proposed school extension which will bring more traffic.
  - Run a competition to win some road safety goodie bags.
  - Attend Parent Consultations events to talk with parents / carers.
  - A meeting to be set-up with the JRSO's to decide on a

campaign of action. CB to liaise with the JRSO's and Gillian.

CB

### 3.0 CHAIRS REPORT.

David Watters, Chair, provided an annual report:

*Good evening everyone, I would like to thank you all for coming along to this year's Parent Council AGM. And thanks too for your agreement to postponing the AGM from last month. Everyone's co-operation around switching the meetings was very much appreciated*

*I would first like to explain a bit more about what the Parent Council is, and what it does. The Parent Council at Cuiken Primary School is an independent group of parents who work with and for the school. It is really important that our relationship with the school is very much one of partnership and understanding, and I think it's fair to say that both parties work hard to maintain that. We are accountable to the whole parent body – which is all the adults who have and care for children at the school - and must report to you – the parent body - once a year as well as keeping you informed of our activities, inviting you to join us and publicising our minutes. The Parental Involvement Act is the legislation that makes it easy for us all to be more involved.*

*We are supported by Midlothian Council who pay for our membership of the Scottish Parent Teacher Council and this gives us access to their training courses and provides cover through their Public Liability insurance for all of our events.*

*I would reiterate the point I have made before that the Parent Council is simply a smaller set of the Parent Body, which, as I have said every parent or carer is a member of because their kids attend Cuiken. And thus, every parent or carer can be a member of the Parent Council. It is for everybody and I would encourage anyone who is interested to get in touch and help out in any way you can. Any level of contribution or involvement would be appreciated, and you don't have to attend every meeting.*

*We currently have an established group of a dozen parent members, most of whom have been a part of the team for a few years (on average), and several newer members who have joined in the last couple of years. We also have a group of parents who do not attend the regular meetings but are very willing to work on the fundraising events, so you can see that there are varying degrees of engagement – all of which are greatly appreciated.*

*As for myself, I started coming along to meetings a few years ago because I was keen to be more involved in my son's schooling. It has been an interesting experience, meeting a mixture of the school staff and other parents and carers, discussing and helping to influence (in a small way) things that happen at the school, and understanding more about how the school operates and how it manages the difficult business of educating and supporting our children.*

*The main way in which the Parent Council has assisted the school is*

*through the organisation of fundraising events that have also been great social occasions. These have been the Scots Night, the Summer Fair and the Halloween discos, and all have helped raised funds for the school (Petya will provide more detail on this) and provided times when pupils, families and school staff have all worked and had a lot of fun (and sweets) together. The Christmas Cards have also brought in funds for the School but we have now agreed that any future amounts from this will go direct to the school rather than via the Parent Council.*

*In turn, through the funds we have raised we have been able to help with funding for homework bags; transport to the Christmas panto; sports bibs in the house colours and a sizeable contribution to the Nursery's summer trip.*

*As well as the Fundraising work over the past year, the Parent Council has also contributed to a variety of consultations on plans for Council Funding and cuts; the school extension; the ParentPay app; Midlothian Play Forum and Lifelong Learning in Midlothian. We have also got involved with the issues around the Provision class that the school has had to face; uniform recycling; questions about the school buses; recycling plans and a few other issues raised by parents over the year.*

*One thing we would really like to see in the Parent Council, as ever, is new members. As said before, we have a regular group of members but it is always good to have new faces coming along. These need not always be parents or carers of new pupils – even if your child is in the latter years of his or her time at Cuiken, it would be great to see you come along and join in our work.*

*Something that will be new this year is the Chair of the Parent Council. Office bearers need to stand down at our AGM and new, or returning, holders are selected at the next meeting of the Council. This will be on Wednesday 28th November for us, and I do not intend to stand again. I also have to tell you that Petya is resigning as Treasurer of the Parent Council, and I would like to thank her on her behalf of everyone for the work she has done in this role over the last two years. It is all very much appreciated.*

*The procedure to select new office bearers is simply to nominate yourself, and have a seconder. The new post holders can then be selected at our next meeting. I am more than happy to discuss things with anyone who fancies either role.*

*I would like to conclude with thanks to everyone for their involvement, hard work and contributions to the Parent Council over the past year: parents, carers, pupils, school staff and everyone else. Thank you all very much!*

#### **4.0 TREASURERS REPORT.**

1) Petya Furnadzhieva, Treasurer, provided a funding update.

Donations include:

- Panto bus cost £800
- P1 Book Bags £182
- Nursery Christmas Show £100
- Sports bibs/tunics £259

- Nursery Summer Trip Bus Hire £500
- 2) Events held this year included the Scots Night, Halloween Disco, Summer Fair, Christmas cards/mugs, all of which had been well supported by parents/carers and raised terrific funds:
  - Halloween £748
  - Christmas cards £361
  - Scots Night £400
  - Summer Fair £620
- 3) Events can't be run without parent support. Thanks to all those who volunteered and supported. New members are very welcome.

#### **5.0 HEAD TEACHER REPORT.**

- 1) CB has enjoyed her first experience of an active Parent Council, they do a wonderful job and the events such as the Scots Night and Halloween disco have been fantastic. The support of the Parent Council with various issues over the last year has been appreciated. There are a lot of opportunities to reach out to the wider community and involve more parents and carers within the school environment and build more relationships. A big thanks to all who supports the Parent Council.

#### **6.0 FUNDING REQUESTS.**

- 1) CB requested funding of £400 to cover the costs of a pantomime to come into the school to perform. All agreed. PF to action cheque.

**PF**

#### **10.0 ANY OTHER BUSINESS.**

- 1) AC asked for clarification on house colours. CB to confirm with the office.
- 2) CB raised the Christmas Festivities – a nativity and fair are planned. The Fair is planned for 1000-1200hrs on Friday 14 December. There is an opportunity for the Parent Council to run a refreshments stall, raffle or tombola.

**CB**

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

- 1) The next meeting will be on Wednesday 28 November 2018 at 7pm within Cuiken Primary School. Future meeting dates are set as follows:  
Tuesday 5 February 2019; Wednesday 20 March 2019; Monday 6 May 2019; Wednesday 12 June 2019.