

## Ormiston Primary School Parent Council

Minutes of Meeting held in the school on Tuesday 19 May 2015

**Present:** Lisa Cunningham, Kate Florry, Elaine Livingston, Jill McCaul, Alastair McConnachie, Rebecca Mitchell, Michelle Outerson, Claire Pedder, Sonia Renton and Jill Wilson with Simon Davie (Area Manager for Fa'side Area Partnership) and Premier Sport

**In Attendance:** Helen Gardyne (Head Teacher) and Angela Kinnear (Clerk)

### 1. **Welcome and Apologies**

Alastair welcomed everyone to the Meeting. Apologies were received from Jim Blane, Elaine Brown, Ian Flory, Jenny Ross, Wendy Thomas, David Torrance and Councillors Shamin Akhtar, Donald Grant, Jim Gillies and Kenny McLeod.

### 2. **Approval of Minutes held on 17 March 2015**

The Minutes from the last Meeting were approved.

### 3. **Simon Davie, Area Partnership Manager – Introduction**

Simon introduced himself and provided us with information on his working background with ELC. He commenced his new role as the Area Partnership Manager in April. The Area Partnership is a 10 year plan and part of Simon's role is to become more involved with the Ormiston community.

The Area Partnership for this year has a budget of £200K.

- £50K for non-recurring general services;
- £50K for capital expenditure which includes traffic and safety schemes, footway and car park improvements, street lighting, carriage way repairs or resurfacing and drainage improvements; and
- £100K for services provided by the Council's amenity services which may include maintenance, renovation and minor improvements in parks, sports pitches, open spaces, hard landscaping, rural paths, woodlands and children's play area, grass cutting, street sweeping and street bins, seats, signs and fencing.

The role of each Area Partnership is to determine local priorities for the Area Plan that are aligned to the East Lothian Plan. Area Partnerships will also provide the principal point of contact for consultation and engagement with communities enabling them to influence the East Lothian Plan and related strategies and plans.

The Area Partnership is represented by Community Councils, Tenants and Resident Associations, Recharge, High School Reps and Pupil Councils. There is currently a vacancy for a Parent Council member to join the Area Partnership and Simon encouraged anyone interested to get in touch if him.

Sub-groups feed into the Area Partnership where decisions are made on spends and Simon manages the budget. Priorities are still to be decided and these meetings are to be held quarterly.

The next Area Partnership meeting is to be held on 23 June where the Chair shall be elected (only members can vote). The AGM is to be held in August and the end of year budget is 3 March 2016.

If we have ideas for any projects which will benefit Ormiston Primary we must flag these to Simon so that he can push the ideas forward to the Area Partnership meetings. Helen indicated that the school had previously looked into safer routes to use to walk to school and with the help of the Area Partnership, heat signs could possibly be produced and put onto pavements to indicate safer places to cross the road and routes to follow to school. One of the ideas the Area Partnership are looking at is encouraging children to cycle to school. Paths and roads are to be upgraded to improve accessibility. Another idea is setting up a cycle bus where adults/6th year students take responsibility for kids cycling to/from school. Simon can also check to see if any of our projects could tie in with larger projects throughout East Lothian. It was also suggested that our charity funding could be linked in with funds from the Area Partnership. **ACTION: HELEN/SIMON**

#### 4. **Breakfast/Afterschool/Holiday Club – Premier Sport**

John and Daniel from Premier Sports provided us with information on a proposed Breakfast/Afterschool and Holiday Club for Ormiston Primary School. Their Club centres around fitness, health and wellbeing. To enable us to get the club up and running they require a minimum of 10 children to attend. If take-up numbers are large enough, the children can be split into different age groups. The dining hall would be used for breakfast (optional) and the gym hall and possibly the park for fitness. The clubs could also run outwith term time/in-service days and on bank holidays. The preferred method of booking/paying would be online with bookings made per month/term in advance with extra flexibility if there are spare spaces available.

The breakfast club would run possibly from 7.30am - 8.50am at a cost of around £5.25 and £4.00 (without breakfast) with flexibility for dropping off times.

The afterschool club would run from 3.15pm - 6.00pm at a cost of around £11.00 and 12.00pm – 6.00pm on a Friday at a cost of around £21.00 - flexibility also for picking up times. Parents should provide healthy snacks.

Daily holiday care would cost around £32.00.

The club can provide many types of sports eg. football, basketball and dodgeball. However, they usually like to ask the children what sports they would like to do and in other schools they have provided different sports including handball, archery, fencing and curling.

To enable us to get the club up and running for August we need to promote the idea to parents, carers and children. It was decided that a noticeboard highlighting the club during Parent Evening would catch our largest audience. John agreed to send over to Helen promotional posters and we would encourage parents to fill out forms to gauge interest/gather potential numbers of children who would make use of the club.

Helen confirmed that she would check with ELC that they approve the school going ahead with the Club. **ACTION : HELEN**

A taster session for the children could possibly be held near the end of term.

#### 5. **Charity Grant Applications**

It was agreed that the £90 membership fee for the website Grants for Schools should be purchased.

Helen agreed to look over old applications where charity status was required. Claire confirmed that she would be happy to look through grant applications after the end of the school year. Rebecca would also be available to help but not able to head up any projects. Any potential grant applications should be checked with Helen as to what she could use them for within the school and then prioritisation made on the grants we should concentrate our work on. **ACTON: HELEN/CLAIRE/REBECCA**

A Parent Council Newsletter should be issued before the end of term telling everybody about the Breakfast/Afterschool Club and reminding everybody about the Giving Machine. This can also be posted on our Facebook page. **ACTION : ALASTAIR**

## 6. **Fundraising**

Another Film Night is planned for Thursday 21 May. The 2 films chosen are Frozen Sing-a-long and Night in the Museum 3 (to be held in a larger classroom). Feedback provided from the previous Film Night was that the speakers needed to be adjusted for better sound and contact detail forms should be handed out while people are queuing to save time. All helpers were asked to be at the school for 5.45pm.

A fundraising meeting to start planning for the School Fayre in September shall be held on Tuesday 23 June at 7.00pm in the school. A message should be sent out via text/email/Facebook to encourage parents to attend.

## 7. **Treasurer's Report**

Jill informed us that our current bank account balance is £3,067.95. We have had recent tea towel sales totalling £46.00 and received £50.00 from the Giving Machine.

## 8. **Head Teacher's Report**

The school now has a Twitter account @ormistonprimary, so far they have 111 followers. The Twitter feed is also located on the school blog.

A survey was sent out recently to parents looking for their views on changing the format of parents evening. The results showed that a high majority of parents preferred speaking to the teachers within the classroom rather than in the hall. Helen confirmed that an Open Morning would be held in the school on Friday 12 June from 11.30am where parents shall be welcome to come into the classroom(s) to have a look around.

The P6-P7 Digital Ninjas were recently given a Google basics exam and passed with flying colours!! A Google Road show is to be held in Preston Lodge High School and the P6-P7 Digital Ninjas have been invited along to give presentations on the Thursday and Friday.

The gate at the bottom of the school hill nearest the lollypop crossing is to be replaced. This entrance to the school grounds shall become totally closed off making it safer for all children entering and leaving. One quarter of the gate will act as a pedestrian gate to enable children/parents access to the school playground.

Changes planned for the front entrance of the school shall commence during the summer holidays.

Plastic sheds, carpet tiles and construction blocks have been purchased for the P1/2 playground. Helen also plans to purchase futsal tables, blackboards and cars with lifting bonnets. Extra play space shall also become available once all the front of school changes are completed.

Jenny Ross the Deputy Head and Graham McCann the PE teacher shall both be finishing up at summer. The new Deputy Head position is currently being advertised.

A new online ordering system shall shortly be available to parents for ordering school uniforms. Order and payments are made online and goods can be delivered to your home or the school.

The cooking plan so far for the summer term is outdoor cooking – Helen is looking for ideas.

There is to be an Inter-house challenge on Wednesday 1 July. The children are encouraged to sign up for different activities, including a mini mudder course where representatives from each house shall take part.

9. **Correspondence**

No correspondence received.

10. **Parent Information Events**

Paul Reynolds, the Head Teacher at Ross High School, is to organise an Internet Safety Talk for the whole Tranent school cluster. The date and details shall follow.

11. **Parent Queries**

There is confusion over the key colours within the Learning Stories. Helen confirmed that she would provide further understanding to parents. She also confirmed there are to be further changes made within the Learning Stories. **ACTION: HELEN**

Brass instruction – children have been tested and passed but have received no instruments yet. Helen shall discuss this with Mr Farren. **ACTION: HELEN**

Parents have been complaining about floods/large puddles in the rainy weather around the shelter in the P1/2 playground. Helen to investigate whether there is a blocked drain. **ACTION : HELEN**

12. **ELAPCM Update**

Alastair confirmed there are further Budget changes to be made due to children/teacher numbers.

Louise Faulds is looking for feedback on the new school lunch menu. Interest was also raised on whether the new P3 children will continue with school lunches after losing the free lunch benefit?

Helen confirmed that a total of £70,000 has been saved throughout ELC by using online payments!

13. **AOCB**

Jill reminded everyone that she shall sadly be leaving us at summer. We are therefore looking for a new Treasurer. Any takers?

14. **Date of Next Meetings**

A fundraising meeting is to be held in the school on Tuesday 23 June at 7.00pm.

A further Parent Council meeting shall be held on Tuesday 25 August at 7.00pm.