



Ormiston Primary School Parent Council
Ormiston Primary School
Meadowbank, Ormiston, East Lothian, EH35 5LQ

ORMISTON PRIMARY SCHOOL PARENT COUNCIL

Scottish Charity No: SCO45403

**Annual Report & Financial Statements – For The Year Ending
31st October 2016**



Ormiston Primary School Parent Council

Ormiston Primary School
Meadowbank, Ormiston, East Lothian, EH35 5LQ

Reference and Administrative Information.

Charity Name: Ormiston Primary School Parent Council

Charity Number: SCO45403

Address: Meadowbank, Ormiston, East Lothian, EH35 5LQ

Current Trustees:

Jill McCaul

Sonia Renton (resigned 29th November 2016)

Claire Pedder (resigned 29th November 2016)

Rebecca Mitchell (resigned 29th November 2016)

Lucy Baines (appointed 29th November 2016)

Angela Kinnear (appointed 29th November 2016)

Structure, Governance and Management Constitution

The Charity is a Scottish Charitable Incorporated Organisation (a SCIO). It was registered in its current legal form on 6th February 2015. The charity was previously an unincorporated association but changed its legal form to a SCIO. The Charity is one of a network of Parent Councils across Scotland. As such it is bound by the Scottish Schools (Parental Involvement) Act 2006, and any subsequent amendments to the said act.

The Charity acts on behalf of the Parent Forum which is the collective name for every parent, carer or guardian who has a child/children at Ormiston Primary School and/or Nursery. Membership of the Parent Council is open to anyone from the Parent Forum and to provide some consistency over time also includes representatives of the local community together with the Head Teacher and teacher representative. Ormiston Parent Council acts on behalf of the Parent Forum and seeks to represent their legitimate interests and views and within this framework the Parent Council appoints Trustees (a minimum of 3) who are responsible for monitoring and controlling the financial position of the organisation. Trustees are appointed at the annual general meeting which is held in November.

Objectives and Activities

The organisation's prime purpose is the advancement of education across the curriculum, and beyond, for the pupils of Ormiston Primary School and Nursery. It aims to achieve in several ways including

- Supporting the school, head-teacher and staff in their work with pupils.
- Supporting the school to promote the effective involvement of parents in their children's learning and in the life of the school and enabling the skills, knowledge and experience of the Parent Forum to be utilised for the benefit of the school and pupils.
- Supporting the school in its development and improvement, including involvement in the school development plan and consulting with the Parent Forum on school policy decisions and other matters of concern.
- Representing the views of the Parent Forum to the school and local authority and at national level.
- Fundraising to support implementation of the school development plan, including the provision of additional equipment and resources for the school.



Ormiston Primary School Parent Council

Ormiston Primary School
Meadowbank, Ormiston, East Lothian, EH35 5LQ

Welcome to the Ormiston Primary Parent Council Annual Report. This gives an update on what we've been doing over the last year, what funds we have to support the school and outlines what we hope to do over the next 12 months. The Parent Council represent the views of parents and work with the school so that all pupils have the opportunity to do their best at school.

Over the last 12 months we have continued to meet on a regular basis over the school year with meetings attended by the Headteacher, teacher representative, local community representatives and local Councillors. In response to feedback from parents we have varied our meetings between Tuesday and Wednesday evenings and this has seen an increase in those attending so we will continue to do this over the next year. The meetings are a great opportunity to hear what is happening at the school and how we, as parents, can play a part in helping the school develop and provide the best opportunities for all the children of Ormiston. However, numbers attending are generally low and we would encourage more parents to come along. By attending the meetings and sharing your views and thoughts on the topics and issues raised, then we can be sure to make sure that we continue to represent the whole parent body.

Meeting Our Aims and Objectives

As a Parent Council, our role is simple and everything we do is focused around 3 main areas:

- Representing views of parents and carers on issues that are important to them so that they have a voice within the school.
- Supporting the school in its work with pupils and helping to involve parents in their children's education.
- Encouraging links between the school and the wider community.

Over the last year, we have continued to achieve this in several ways. Our regular meetings have seen us discuss various topics that have been raised by parents, including

- Highlighting potential issues relating to playground and road safety
- Improving and widening how the school communicates events and news to parents
- Understanding the use of technology in school
- Active Schools and the limited availability of classes to children from Ormiston
- Understanding the role and impact of Accelerated Reading across all pupils
- Organising and promoting fundraising activities within and for the school.

Going forward, there is an increased focus on the school's Development Plan and raising pupil attainment levels. This includes considering how maths has been taught and how pupils then apply this in practical situations as well as encouraging them to think about career opportunities and what skills they need for life, learning and for work. As a Parent Council we are keen to support this work and see this a positive initiative that will see children building and pushing their own capacity for resilience, persistence and understand risks and how they cope with these. This is an area we will see develop over the next 12 months with a focus on problem solving, communication and interpersonal skills. Another area that as a Parent Council we will be working with the school on is improving and supporting key Transitions for pupils. This includes moving from P2 to P3 and from P7 to High School and in particular the transition from nursery to P1 as this is a topic that has been raised at our meetings this year and we are currently working on improving what information parents have and how they are involved in this key step for children. The work we are doing as a Nursery P1 Communications/ Parent Engagement initiative will directly impact



Ormiston Primary School Parent Council

Ormiston Primary School
Meadowbank, Ormiston, East Lothian, EH35 5LQ

the self-assessment the school now does as part of the HM Inspectorate requirements for routine school inspections.

We have been keen to increase communication with parents so that we can take your views and feed these into shaping how the school develop their plans. We continue to use our Facebook page to highlight our activities and to share news and information on education development and local/family events in East Lothian and across Scotland. We continue to represent Ormiston Primary at wider meetings across East Lothian including East Lothian Association of Parent Council Members (ELAPCM) as well as retaining an interest in how proposed housing developments in Ormiston will impact the School.

Supporting the Schools Areas of Focus

Since 2015, the Parent Council has had charitable status and this has allowed us to look to a wider range of sources for funding to support the work of the school. In the last year we have been fortunate enough to secure funding from Red House Home Trust and applications have been submitted to Foyles, Robertson Trust and Bank of Scotland. At the moment, we are one of the Co-Op store's chosen local charities for their local community funding. The monies raised from these applications will be put together with our other fundraising activity to support the school – in particular we hope to fund development of the library and the money from the Co-Op funding will be put towards developing reading dens and areas in the school playground. Our income has risen this year to £4802 as a result of our successful fund-raising events. We have used this money to fund new brass instruments for the school and purchase additional chrome books – we are now looking at the options available for an affordable sound system that could be installed in the school and used across by all classes to assist with lessons.

These reflect our focus on providing support that can be used by all pupils in the school and to work with the school and support their focus on improving the reading ability, and the simple enjoyment of reading, as part of their focus over the last 12mths.

Our ability to support the school is directly related to the support that parents and pupils, and the wider community, have provided to our fundraising events over the last year. From our film nights through to our Christmas Shopping Night and annual School Fayre, all events have been a great success. As well as raising funds, they have been fun events that have brought the wider school body together, so we'd like to thank everybody who has attended or supported these in any way.

Getting Involved

As pupils move through the school, so to do their parents and over time those involved in the Parent Council change. We are always keen to widen parental involvement in our activities in whatever way is possible. This can either be through parents simply offering their services or skills to support our events, coming along to our meetings or joining as a member of the Parent Council. This year we have seen several members leave as their children move onto Ross High and others leave due to other commitments. We'd like to thank Claire Pedder, Rebecca Mitchell, Sonia Renton and Wendy Thomas for all their hard work they have done on behalf of the Parent Council over many years and the support they have provided to the school, in particular Claire, Sonia and Rebecca who have now stood down from their positions as three of our Charity Trustees. Our AGM is held in the School at 7pm on Tuesday 29th November and at this meeting we will be looking to appoint new trustees.



Ormiston Primary School Parent Council

Ormiston Primary School
Meadowbank, Ormiston, East Lothian, EH35 5LQ

Statement of Receipts & Payments Accounts For the Financial Year ended 31st October 2016

	Unrestricted Funds 2015/16	Restricted Funds 2015/16	Unrestricted Funds 2014/15	Restricted Funds 2014/15
Receipts				
Grants	0.00	215.00	0.00	0.00
Bank Interest	2.04	0.00	1.00	0.00
Donations	62.75	0.00	68.19	0.00
Fundraising	4522.80	0.00	2835.00	0.00
Total Receipts	4587.59	215.00	2904.19	0.00
Payments				
School Equipment	763.40	215.00	1500.00	0.00
Fundraising	1451.70	0.00	958.00	0.00
Total Payments	2215.10	215.00	2458.00	0.00
Net Surplus /(Deficit) for the Year		2372.49		
Total Funds brought forward 31st Oct 15'		3929.68		
Total Funds Carried Forward		6302.17		

Statement of Balances For the Financial Year 31st October 2016

	Unrestricted Funds 2015/16	Restricted Funds 2015/16	Total 2016	Total 2015
Opening Cash at Bank and in Hand	3930.00	0	3930	-
Surplus (Deficit) for Year	2372	0	2372	3930
Closing cash at bank and in hand	6302	0	6302	3930
Bank and Cash Balances	6302			



Ormiston Primary School Parent Council

Ormiston Primary School
Meadowbank, Ormiston, East Lothian, EH35 5LQ

Notes to the Financial Statements for the year ended 31st October 2016

1. Basis of financial statements

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 as amended

2. Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the benefit of the School
Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

During the year the charity received £215 towards Chromebooks and also raised £4523 through fundraising events.

3. Related party transactions

No other remuneration was paid to Trustees or any connected persons during the year(2015-16: Nil)

4. Donations

	Unrestricted Funds	Restricted Funds	Total 2015-16	Total 2014-15
The Giving Machine	57	0	57	68
Yellow Moon	6	0	6	0
	<u>63</u>	<u>0</u>	<u>63</u>	<u>68</u>

5. Grants Received

	Unrestricted Funds	Restricted Funds	Total 2015-16	Total 2014-15
Redhouse Home Trust	0	215	215	0

Independent Examiners Report to the Trustees of Ormiston Primary School Parent Council

I report on the accounts of the charity for the year ended 31st October 2016.

Respective responsibilities of trustee and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10 (1) (d) of the 2006 Accounts Regulations does not apply.

It is my responsibility to examine the accounts as required under section 44 (1) (c) of the ACT and to state whether particular matters have come to my attention.

Basis of Independent Examiners Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records key by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention :

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: 

Relevant Professional qualification/professional body:

MANAGEMENT ACCOUNTANT

Address:

16 THE POTTERY, EDINBURGH EH15 171

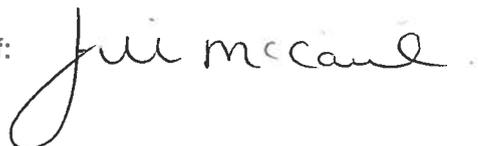
Signed:



Date:

14/11/16

Approved by the Trustees and signed on their behalf:



Date: 29/11/2016