

MEETING Minutes



24th October 2023
Craiglockhart Primary School

1. Welcome

Add in list of attendees

2. Reports

Head Teacher's Update

Handed out improvement plan

*Better responses on paper than online

Have kept values of ready, respectful and kind

The idea of nurture comes up to the fore

Aim also brings in the idea of learning.

4 headings that the school needs to report against to the council.

Digital schools award scotland, Mr Digan leading that

Fiona Latimer is the go to person for food banks, etc

Working towards United Nations Silver Award

Nurture space being created - Perez leading on nurture

Euan Sweet coordinating the hobbies etc form

Maddie Harvey in P1 is going to set up a sewing/knitting/crochet club

This is Brian's last week - 2pm Thursday assembly

Look at the friday flyer - labelling of attachments is an issue

Look at using things like sway or canva

Look at workshopping changes

Chair's Update

CCWP meeting - talked about increased use of vapes and most things were related to high schools. Abbey Hill talked about library more.

3. Working Groups and Discussion Topics

Ways of Working

Keep a live list of emails for those who have access to email account
Look at alternatives as security requirements are causing access issues
Action - Kersti and Sally to move PA files to drive
Action - Kersti and Sally to move email addresses
Action - Nash to sort out email

Library

5 people have gone through pvg process and are ready to get going, some issues with getting access (if using a laptop will it have access to things it shouldn't?)
Junior Library is web based, teachers can use their own laptops with classes to use the system
Parents coming in to catalogue etc can use a spare school laptop
Labels for kids need to be generated by the school
Labels for books come ready printed
Need to catch up with library team to get things sorted and then have a launch event

Playground

Bark was supposed to be delivered this week but stuck due to weather
We would need to look at the budget
Cost for the trim trail will be 18K etc
Have a booking to install new trim trail for Easter 24
Planters - morningside have planters with conifers (need to look at species)
Stockbridge has done things. Flora looked at a living wall
Look into what's on the wood and does it need painting etc
Planters through eco group - bulbs in planters?

Ragbag bin - can we put a sign on the bin to ask people to contact us

Easy Fundraising Send info about easy fundraising
Qr code for website

Active Schools & after school clubs

Group is looking at active schools and clubs. In process of taking over stuff from Ricki as she's not supposed to be running the stuff for us
Need to learn about LETs and PVG checks etc
When we have all of those we will look for other activities
A few people have contacted with potential offerings
Spoke with CASC re sharing of space, they are happy to do that
Want to set up meeting with Sonja to coordinate the clubs that are wanted for others
Questionnaire sent out at parent teacher night is to collect baseline information

Events

Halloween

Sally needs to check in with Sonja on rooms.

Christmas Cards

In train and due back soon

Christmas Market

Craft stall holders pay approx £25 for table, they keep what they sell

Cakes and mulled wine

Raffle with stall holders giving items

22nd November 7.30 Polwarth

Create a whatsapp group for christmas

Nov 9th - food and warm clothing drive.

Need boxes for the food drive

Website

Should be ready to go in next week or two

Bank Account updates

PA bank account bank of scotland

PC with royal bank of scotland

Ashleigh has filled in a form and will hopefully be added to the RBS

10 days?

Marie Lyon may be useful contact

Asa did new design for newsletter which looks great

Can she help with website?

Next newsletter - January

Pull together a list of the whatsapp groups

4. Next Meetings

Wednesday 15 November 2023, online via Teams 8pm

Tuesday 6 February 2024, in person at school 7pm

Wednesday 20 March 2024, online via Teams 8pm

Tuesday 14 May 2024, in person at school 7pm

Wednesday 12 June 2024, online via Teams 8pm