

## **Ormiston Primary School Parent Council**

### **Parent Council Meeting Minutes**

**Date:** Wednesday 17th Jan 2024

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**Attendees:** Sarah Gibson (Head Teacher), Liz Wright (Chair), Jaqui Cunningham (Treasurer), Hollie Wallace (Clerk), Kelly Jones, Melissa Pagan, Sophie Coats, Tina Singh Kang, Shona Corrigan, Linsey Howie, Heather Martin.

**Apologies:** Emma McColville, Gabriela Veverkova, Alice Shan

| <b><u>Topic</u></b>        | <b><u>Key Discussion Points</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b><u>Actions</u></b> |
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| Headteacher Update - Sarah | <ul style="list-style-type: none"><li>• Kirsty in the office has returned from maternity leave so Lindsey has returned to working 28 hours.</li><li>• Interviews have taken place for primary 2 and Lauren who was already in post on supply has been successful.</li><li>• Xmas events went well and the children had a nice time in school on the run up to Christmas.</li><li>• The Xmas fun run did not take place due to weather but is due to happen at Easter instead.</li><li>• Curriculum rationale is due end of March</li><li>• School Improvement plan focussing on numeracy and literacy and primary 1 play engagement.</li><li>• P7 have started a weekly lego club and the house captains are starting an art club too.</li><li>• P7 camp is happening soon and the P4 climbing expedition</li></ul> |                       |

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|                           | <p>has been postponed until before February break.</p> <ul style="list-style-type: none"> <li>• Curriculum evening being planned for parents. School will be contacting parents for their input on what they would like to see at this via a google form. Date to follow.</li> <li>• Feedback from the fitness was that change was welcomed and now the children (p3-7) will be having 2 class teacher PE lessons and 1 with the PE specialist per week. This will allow the fitness time to be more diverse and the children will have a wider range of skills they can build on year on year.</li> <li>• The school website is being updated from Wordpress to Google. This is in process now. Liz and Jacqui are happy to work to update Parent Council information on the website.</li> </ul> |                                                                                                                                                                                                                                                                             |
| Treasurer Update - Jacqui | <ul style="list-style-type: none"> <li>• Last meeting we were at £4917.30 and due to the barrow of booze and movie night we are now at £5940.50. The profit from the barrow of booze was £725.13 and £298.07 from the movie night.</li> <li>• Sarah thought there may be a minimum amount we need to keep in the bank - Jacqui is going to check this.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• Jacqui to check if there is a minimum amount required in the bank.</li> </ul>                                                                                                                                                      |
| School Wishlist           | <ul style="list-style-type: none"> <li>• Parent Council are wondering if there is a 'wish list' that the school has for us to use some of the money for.</li> <li>• This would also allow us to let families know what we are fundraising for prior to events.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Sarah &amp; Kirsty will look into what is needed within school.</li> </ul>                                                                                                                                                         |
| School Communications     | <ul style="list-style-type: none"> <li>• Some feedback was that some events can be last minute when advising families. This makes it hard for working parents when arranging time off work but who want to come along and support the school. Possible ideas of school calendar or timetable.</li> <li>• Sarah advised that normally by September she would release a year in a glance to families so they are aware of upcoming events. Sarah will look to put one into place for the reminder of this year with key dates.</li> <li>• The Parent Council also raised the idea of sending out key information before the events - particularly for new parents</li> </ul>                                                                                                                        | <ul style="list-style-type: none"> <li>• Sarah is going to look at putting out information on key dates for the remainder of the year.</li> <li>• Linsey, Kelly, Liz and Kirsty to look at putting together guides for parents regarding events and information.</li> </ul> |

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|                         | <p>to the school - with information on what takes place at the event, entry times etc. When the new website is up and running hand books would be useful on the website for parents to refer to. Linsey, Kelly, Liz and Kirsty are happy to look at putting these together.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                        |
| Playground Day - Sophie | <ul style="list-style-type: none"> <li>• Sophie is looking to organise a further playground day in March to finish planters, paint sheds and look at maintenance on the basketball hoop. Also looking to add a prop to the sandpit to stop water gathering.</li> <li>• Looking at the back playground, Kirsty and Sarah are happy to speak to the children to find out what they would like to see there. This would be a possible project for the end of this year/next year.</li> <li>• The current trim trail may not be viable any more so Sarah is going to look into who is responsible for this</li> </ul>                                                                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>• Sophie to look into playground day</li> <li>• Kirsty and Sarah to speak to the children about their thoughts for the back playground.</li> <li>• Sarah looking into the trim trail</li> </ul> |
| Afterschool Club        | <ul style="list-style-type: none"> <li>• Sarah advised that the care inspectorate and Thrive came to meet with her but since then she has not heard anything. She is aware that they were also looking at the community centre too. Today she received a call from the fire safety officer, who is coming tomorrow to look at the school.</li> <li>• When Sarah spoke to Thrive they were given the option of using the gym hall which has no available tables and chairs or the dinner hall which does not have its own toilets.</li> <li>• Shona advised that Thrive were proceeding with the community centre at their last update and were due to start in February. They have advised recently that their numbers are not what were expected. This may hold up the start date.</li> <li>• Melissa also advised that they were due to have a nursery starting for ages 2-5.</li> </ul> |                                                                                                                                                                                                                                        |
| Plans for the year      | <ul style="list-style-type: none"> <li>• Playground day planned for March</li> <li>• Bake sale before the February holidays (9th Feb)</li> <li>• Film night - 17th April - however we are going to be looking at ticketing and potentially having a chat area for the children</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <ul style="list-style-type: none"> <li>• Hollie to discuss film night logistics with Kirsty and Sarah</li> <li>• Heather, Melissa and</li> </ul>                                                                                       |

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|                          | <p>not wanting to watch the film to keep the noise level down for those watching the film. Hollie to discuss this with Kirsty and Sarah.</p> <ul style="list-style-type: none"> <li>World Book Day - 7th March - Sarah would like to keep pressure off of parents so instead of dressing up would be happy to have children come to school in pjs. Heather, Hollie and Melissa to look into activities for the day. Potentially an illustrator or author visit, a trip to the library and a book swap. Heather also suggested a corridor school read for 10 minutes.</li> </ul>                                                                                                                                         | Hollie to look into options for world book day.                                |
| Music Lessons            | <ul style="list-style-type: none"> <li>Liz raised the question of how music lessons work at Ormiston. Sarah advised that Brass instruments are available for children to learn. Mr Farron comes to school on Fridays for lessons. Children in P5, if interested, can meet with Mr Farron and depending on aptitude can proceed with lessons. This is funded by the council and is free of charge to families.</li> <li>All children have experience with instruments during music class.</li> <li>Kirsty is going to speak to Mr Farron regarding the individual lessons for his input/thoughts on this.</li> <li>There is a cluster choir in Haddington and Tranent by YMI for children interested in this.</li> </ul> | <ul style="list-style-type: none"> <li>Kirsty to speak to Mr Farron</li> </ul> |
| School Residential Trips | <ul style="list-style-type: none"> <li>There is an upcoming WRAP trip (winter residential program) and Liz was interested in who was selected for this.</li> <li>Kirsty advised that 12 children from p5-7 are chosen depending on their leadership, views of themselves and how they get on in school. They then take part in the trip but report back to their peers to include the whole year groups in the activities.</li> <li>Everyone in p3-7 is to be offered a residential trip each year.</li> <li>For children in p6 they can volunteer to be a camp leader at the p3 camp and p7 can volunteer to be a camp leader at</li> </ul>                                                                            |                                                                                |

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|              | the p4 camp. The year group going on camp would then vote for who they would like to be their leaders.                                                                                                                                                                                                                                                                          |  |
| Bike Ability | <ul style="list-style-type: none"> <li>• Interest in more information on the bike ability program. There is an expectation that all schools would offer this. Ormiston Primary have bikes and in P5 &amp; 6 the children have the opportunity to get involved.</li> <li>• Kelly advised her partner, Mike, would be keen to volunteer to help with this if required.</li> </ul> |  |

**Date of next meeting:** 29th Feb 2024