**BONNYRIGG PRIMARY AND NURSERY PARENTS COUNCIL** - **A.G.M.**

**Tuesday 25th April 2017**

**Attendees:** Colin Wilkinson, Jennifer Allison, Sarah Stark, Caroline Findlay, Carole Sneddon, Fiona Gardener, Lesley Burrell, Susan Greig, Chiraz Sellami, Cat McDermid

**Apologies:** Sarah Beck, Angie Ogden

**1. Chairman’s Report (Colin Wilkinson)**

Colin welcomed everyone and stated that it is now a year since he took over as Chair of the Parent Council. He highlighted that we were still working without a Vice Chair. While this is okay at the moment, we would need someone in that position if we want to take on a greater role supporting the school.

Colin then highlighted this year’s key achievements:

We had a number of guest speakers along to the meetings over the course of the year:

* Derek Milligan and Ian Baxter (Councillors) re housing development and impact on intakes, catchment areas etc
* Gillian Bathgate - Road Safety
* QMU - Children’s University

This gave us an opportunity to ask questions and get more information on each of the topics – all detailed in the minutes from previous meetings.

A few specific areas of the Parent Council were highlighted:

**Interviews for Deputy HeadTeachers**

Two members of the group were involved in the interview and selection process for both Deputy Heads. This is available to any member of the Parent Council – subject to the appropriate training. If anyone would like more involvement in this please let Colin know by emailing: [bonnyriggpsparentcouncil@hotmail.com](mailto:bonnyriggpsparentcouncil@hotmail.com)

**Communications - what we do well / could do better**

The theme of our November meeting was “what we do well and what can we do better”. We looked at the comments made by parents at parent’s evening and chose to focus on “communication”.

On the back of this we have visited Hawthornden PS along with Jennifer’s Senior Team, to meet the HT and get a run-through of the smartphone app they use. We are still investigating if we can implement this or to update and use the current SEEMUS system. This would mean we can get notifications, calendar of events, reminders etc without having to refer to a piece of paper, email or text.

This will help keep parents informed, have easy access to the information and ideally reduce the number of complaints the school receive and allow the teaching staff to focus on what they do best.

**Sports Day**

We made suggestions as to how the Sports Day runs – our suggestions around the organisation of the event, i.e. keeping the kids moving round and painting lanes on the grass were implemented and received positive feedback from parents last year.

We were also active in encouraging the HT to allow the Persevered Tour into the school – this was received really well by the children (no matter who they support) and they were given real-life examples for them to relate to on how to never give up on their dreams.

**Fundraising**

At the start of the term in August there weren’t enough volunteers to get any events planned in. This was the reason for no Halloween Disco.

Susan Greig took on the challenge and managed to get the Christmas Fair in place. This was a real success – we raised more than we ever have before. The decision was taken to switch the time to the morning – this allowed all the children to go, which isn’t always possible in the evening and it was also really well attended by parents. We did receive a number of complaints from parents, mainly due to it being a daytime event – we explained our reasons for the change in time and I believe the organisation and safety was much improved on previous years – this was in addition to us raising a fantastic amount of money.

Sarah Beck has recently taken over from Susan Greig and has lots of ideas for events – separate meetings are held for these and I’d encourage those that can give some time to do so. The money raised is all spent on our school/children – we’re currently working on making some Playground improvements.

Next event in the diary is the Spring Disco(s) on 10th May.

**Next Year**

We need to encourage our membership to grow – this is our school and any input we can have in decision making is invaluable. It’s not just to allocate jobs to people but so we have a voice.

There has been a suggestion to hold meetings on alternate nights in order to make meetings more accessible. Jennifer Allison thought this would be possible and a good idea. Meetings are only held 6 times a year. Jennifer confirmed that the Parent Council are able to influence decisions made in the school.

Susan Greig will not be part of the group next year so the Parent Council will lose a long term member and supporter.

Topics covered at meetings in the year have been varied and offer a great way to know what is happening in school. Colin has suggested that meetings next year should be themed and this may enable people to come to meetings which particularly appeal to them. Caroline Findlay suggested that we send out a letter asking people for topics that they are interested in discussing.

It was discussed that reminders should be issued before meetings, whether by text or a Facebook update. **Action:** Colin to create a letter/email explaining the role of the Parent Council.

Fiona said that it would be good for the Parent Council Group to have an aim to work towards next year. Jennifer explained that Parent Council was the opportunity for parents to have time with management and question them. Jennifer has stated that she was disappointed that staff have not been able to utilise the support of parents in working groups due to the timings of meetings. She would like parent help in these groups.

Lesley suggested working with Nursery parents to raise awareness of the Parent Council. Caroline Findlay said that there was a meeting for Nursery parents on 25th of May at 2.45pm. Fiona and Lesley will try to attend to represent the Parent Council.

**Treasurer’s Report (Cat McDermid)**

Cat gave an update - bank account balance is currently £10,578. Plans are in place to make changes in the playground - playground markings are to be done later this week.

Plans for new clamber stacks have been favourably received. Further plans have been discussed for the P3/4 and P5-7 playgrounds. Requests for playground equipment have been received from the school and were discussed and approved.

Caroline Findlay asked if it would be possible to fund the magnetic letters and boards which have been very popular with P1 parents this year. This will be discussed at the next Fundraising Group meeting.

**2. A.O.C.B**

Jennifer mentioned interviews for PT will take place next week and they were looking for someone to come along to be part of the interview panel; however there is currently only one “trained” member of the group.

Grace Vickers, Head of Service, will be sending out a questionnaire to all parents in the Authority and results will then be available to Jennifer.

Pupil Equity Fund money: Money is to be used to tackle poverty. Jennifer is keen to look at funding Place 2 Be. She also would like to work with lifelong learning to offer courses and training for parents as a way to encourage parents in to school.

Jennifer would also like helpers to run the Book Fair at Parents’ Evenings and suggested setting up a crèche on these evenings.

Health Week will be running during the week of May 15th. The children will have the opportunity to try lots of different activities. Caroline Findlay has asked if the suggested donation could be raised to £2 to help cover some of the costs. This was agreed by those present.

Cat asked if the painting of the double yellow lines at Laird Terrace could be followed up with Gillian Bathgate. She also mentioned the need to extend the barrier at the crossing at Cockpen Road once P1 and P2 were leaving at a later time. It was agreed to send an email to the council and Gillian Bathgate from the Parent Council email address.

**Action: Cat** to create letter and Colin to send from email account

**3. Election of office holders**

Chair - all present agreed unanimously for Colin Wilkinson to carry on as Chair.

Vice Chair- remains vacant.

Treasurer - Cat McDermid to continue in role.

Secretary - Fiona Gardner and Lesley Burrell to continue in role.

**4. Date of next meeting**

Tuesday 6th June, 6.45pm