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| **Woodburn Primary School Parent Council**  **November Meeting** | |
| Date: | 6th February 2019 |
| Time: | 6:45pm |
| Location: | WPS Library |
| Present: | Jaclyn Morrant, Gillian Taylor, Helen Laidlaw, Susan Wright, Scott Borthwick, Darren McConachie, Helen Gordon, Emma White, Ian McClanachan, Susan Welsh, Joanna Findlay, Elspeth McNeil, Joanne Arneil, Laura Diamond, Andrea Cassey, Sarah Connor, David Fox. |



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| **Item** | **Agenda items** |  | |
| 1 | Welcome and Introductions |  | |
| 2 | Apologies | Laura Saunders, Beya Thomson, Hannah Clark, Heather Lovatt, Gillian O Hara, Lynn Gillies, Cat James. | |
| 3 | Approve minutes of previous meeting | Approved by Emma White | |
| 4 | Parent Partnership Treasurer Report | |  |  |  | | --- | --- | --- | | **Bank Balance** |  | £14,846.82 | |  |  |  | | **Deductions** |  |  | | Cost of School Day | £ 8,004.98 |  | | Nursery Profit | £ 100.00 |  | | P7 Tea Towels | £ 120.00 |  | | P1 Tea Towels | £ 212.40 |  | | P7 Disco/Trip | £ 356.00 |  | | P6/7 Profit Summer Fair 2018 | £ 146.00 |  | | School iPads, Chargers & Cases | £ 2,300.00 |  | | P1 & P2 Play Equipment | £ 2,000.00 |  | | Library Kinder Box | £ 282.00 |  | | Nursery Waterproofs | £ 300.00 | £13,821.38 | |  |  |  | | **Balance** |  | £ 1,025.44 |   P7 End of Year Trip - £356 plus money raised from Summer Fair in 2018.  Total £502 for their end of year trip.  Library - £282  HG confirmed that a new kinder box has been ordered, with confirmed cost of £282 as agreed at last meeting in November 2018.    Nursery - £300  They are in urgent need of Waterproofs, ages 4-5 & 5-6 year old. Meeting approved spend ensuring sufficient numbers of waterproof sets are bought. JM to speak with Border Embroidery.  JF asked the meeting for approval on…  Ipads for middle P3-4 Atrium, with a charging station – seeking 8 iPads & Charger  Meeting approved spend  EM asked the meeting for approval on…  Play materials for P1 & P2 Atrium.  Meeting approved spend | |
| 5 | Head Teacher Report | Learning and Teaching:  We had a great run up to the Christmas break, our P1 Nativity was excellent, well attended and enjoyed. By the second performance on the Friday morning the children were exhausted so for this year’s P1 Nativity looking at splitting the performances over two days and not back to back.  All children enjoyed their Christmas Parties and thank you to Parent Partnership for the P7 Disco and Pizza night.  The Christmas Fair was a huge success, thank you to all involved. And our trip to the Pantomime was enjoyed by all the children.  P6 learning council, programme working very well for our P6 children, with visits to other schools in the authority to get an insight into other school practices as well as being able to feed back their findings to the school.  We have had visitors to the school from Norway in November and from Sweden in January.  The start of the year so far has seen the P6s deliver their Burns Supper to parents as well as to the school through assemblies.  Woodburn has been the first Midlothian school to reach the Bike Ability Level 3 course, with  12 P7s taking part in the programme to great success. Level 3 Bike Ability is certainly challenging for our P7s.  The Nurture Group have welcomed in the fish to the lower atrium area, working with the Fish keepers at Dobbie Garden Centre with weekly instalments of fish to keep the tank well stocked. The arrival of the fish has been a great talking point for the children and has created a real interest for them.  The ‘Ready to Learn’ policy has been implemented. The policy highlights and firms up the expectations of learning:  Be Safe  Be Kind  Work Hard  The policy also allows for times when a child is perhaps not ready to learn and support that can be in place.  Golden Time has been replaced with ‘Fun31’ which is working really well, and formed the Shared Learning on the 1st February, which was very well attended.  Children have also taken part in the Global Play Day.  P3s enjoyed a trip to Dalkeith Country Park to test out and critique the new Sky Maze playground and resounding thumbs up from the children. Dalkeith Country Park keen to get more involved with tie ins to the school, this will be progressed.  The Dyslexia Awareness day raised £300, the money was used to purchase Bluetooth keyboards to use with iPads. The school are looking to run other fundraising days targeting other areas of ASN.  The school continue to work on the Vision, Values and Aims of the school. Unfortunately there wasn’t a huge turn out from parents/carers to their session, however those who did join in the consultation session provided lots of suggestions and ideas.  The in-service day in January allowed the staff time to reflect on the Vision, Values and Aims work so far. Staff took all images that children created with parents and carers and pulled most meaningful elements from them, next step will be to involve parents and carers to vote for best Vision, Values and Image that they think that fits the school. This will be sent out to all parents and carers after the February break.  There is a focus on being kind, with P5-7s taking part in workshops around cyber bullying and bullying in general. The Be Kind initiative from the STV ‘This Morning’ programme, highlights the hard hitting realities of bullying.  The school will be seeking the approval from P7 parents and carers to show the video clips from the Be Kind campaign to the P7s, parents will be informed when this will take place and the conversation around this which should follow the showing of the video, encouraging parents to become involved with the message is key. There is clear, key teaching for pupils but this also needs support from parents at home.  Tiny ripples of kindness makes a big wave, also works the other way!  We have police visits on a regular basis from PC Gray & PC Robertson, building relationships with children, getting to know them so they are recognisable especially for our P7s going to high school.  The age of social media is dominant with kids getting younger and younger accessing social media channels, two years ago School organised workshop for parents with Tommy Lawson leading, this wasn’t well attended however we can look again into running a session.  Staffing update  Donna Lothian, Nursery is moving onto a promoted post and finishes on Friday 8th February, we wish her well.  Jackie Middleton, Dinning Supervisor is leaving; this post will not be replaced due to budget constraints. | |
| 7 | Cost of School Day | In 2017/18 academic year Midlothian Council awarded Woodburn Primary School £11,178 to be spent solely and for the purpose of reducing the cost of the school day to parents.  The children, teachers and parents carers were consulted during the first half of 2018 and a list was compiled.  Over the last 6 months the Parent Partnership working with the school have been ensuring that the money allocated is spent, with a spending deadline of 6th April 2019.  Ongoing  Free snack baskets supplied to each of the atriums with snacks for children who don’t have or that are hungry. The amount allocated to the snack baskets has been considerable with money available The Nurture Team have been asked if there is equipment that they need SB to create a wish list and we will take from there.  Crafts have been supplied to the 3 atriums  School tutors – JF to look at the work of tutors so far and what is needed up to the Summer and will liaise with JM.  P7 Sweatshirts will be bought for children going into P7  P1s starting in August will all receive a Woodburn branded book bag  Waterproofs & wellies have been supplied to the school to cover sizes in P1 to P7.  JM to source indoor shoes and PE kits  Thrift shop – this will be set up at Parent Consultations at end of February.  Christmas Poverty money covered the cost of the busses used for the Pantomime trips.  Storage for cost of school day items, with space a premium we are needing storage for everything that is bought. PP are working with the school, Afterschool club to sort a storage solutions.  Emergency fund is available to parents who find themselves in exceptional circumstances and can be used towards costs for camps, trips.  We asked the management team what other items that would benefit the school and to help with the spending of the money, if it is not spent it goes back to the council!  Parent Partnership will look at the following items  Sleeping bags x 25,  Ruck sacks x 25,  Nurture Group Equipment SB to make up a list.  JF to look at School Tutors | |
| 8 | Fundraising Report | **Spring Fling for Primary 3 & 4**  Thursday 28th March 2019. 6.15-7.30pm  Laura Diamond confirmed.  Disco is booked, P3/4 kids making up a poster and a letter to parents and carers will be sent out in due course. Tickets will be issued the week of the Spring Fling.  Ticket price includes Juice and Crisps and further water or diluting juice will be supplied as well, no need for children to bring money with them. P3 & P4 teachers are invited to join in for a wee dance! The school have lots of crisps left over from Christmas Parties that need to be used, LD to liaise with EM.  P5&6  Wednesday 15th May 2019  More details to follow  **Summer Fair**  Saturday 8th June 2018 – 10-12noon  Plans are underway and updates will be issued.  Scott Borthwick – School contact for the Fair  Andrea Cassey – Keen to involve her Ceilidh band with highland dancers  In order to get the Summer Fair delivered we need a team of people to help with this, any volunteers greatly appreciated. Otherwise jobs will be allocated to those who are on the mailing list for minutes! | |
| 9 | Question Forum / A.O.B | **Library Thank you**  A massive thanks to Iain McClanachan who has worked wonders on the library shelving, strengthening shelves and making wooden book dividers, thank you for your time as well as the donation of materials as well it is very much appreciated.  **Woodburn Primary School Extension & New School Proposal**  Talks are underway with architects, the authority and the care inspectorate as to how best maximise the use of all space within the school to create as many rooms, study areas, meeting areas as possible.  There are possible plans to extend the school out the Northside towards the Muga, with the Muga being relocated. JF estimates that there will be sufficient classroom space up until 2020-2021.  There is also the consideration of modular units as an alternative to an extension or as a stop gap for space until extension is complete.  Various options are being considered with the Outreach Room in the Admin corridor being relocated and the room being used as a multi-use room with modifications made to suit the needs of users.  There may be a room created within the Library for a tutorial room with restructuring work carried out to let natural light in.  The use of the internal street works well for study groups however the sound carries from the dining room if in use, so talks underway about creating learning booths to ensure maximum space as well as creating quiet study groups as well.  The proposed plan for the new school is still that, proposed! It is hoped that the new school will be complete in time to ensure that Woodburn doesn’t outgrow the extension or the modular units. When the new school is built and the catchment area rejigged there is a period of readjustment.    **Nursery Hours**  Moving forward across the authority children turning 3 will have a flexible place within Dalkeith however not necessarily in the school nursery, this does require a shift in peoples thinking. In order to ensure all children received the increase number of nursery hours various options will be available from full times spaces to part time spaces, session to be within the council nurseries, partnership nurseries and or registered child carers.  People can opt into what they would most want.  Once there is more of an idea on how this will work and once the school nursery has an idea of how it will work full communication will be sent to those parents with children who are 3-4 years of age.  **Breakfast Club**  The message needs to be very clear. The Breakfast Club was created for those children who needed breakfast and was set up by Social Work to ensure that all children attending school received something to eat in the morning. The funding from Social Work for the Breakfast Club was cut and subsequently funded from Pupil Equity Fund money, this is now allowing the breakfast club to run as it is. However analysis of those attending demonstrates that it is not currently being used by the focus group for funding.  The Breakfast Club will continue to run until the Summer, any changes to that will be communicated to Parents and Carers as and when the need arises.  **Traffic Response – Gillian Bathgate**  There has been a completed pilot at King's Park & Lasswade.  An update on that is that Council have approved their continuation at both schools and there is the go-ahead to consider in other locations now.  That said, it's a labour intensive process (Traffic Regulation Orders, residents permits etc.) with a cost implication. Need to be realistic about how many can be implemented and the frequency and have good justification of which locations we choose over others.  It could be looked at within this criteria.  **Music Tuition and proposed cuts by Midlothian Council**  To voice your concerns over the cuts the best way is to contact the MSPs for Midlothian directly, as well as the councillors themselves. More information can be found at [www.midlothian.gov.uk/spendingchoices](http://www.midlothian.gov.uk/spendingchoices) | |
|  | **Details of next meeting** | **Tuesday 30th April 2019 6.45pm The Library.** | |
| Signed |  | Date |  |