

CHANNELKIRK PRIMARY SCHOOL PARENT COUNCIL
Minutes

22nd November 2023 at 6.30pm

1. Attendees	Charlotte Shortel (Head teacher CS), Annabel Haskell (Chair person AH), Katie Kay (Secretary KK), Amy Fulton (Fundraising coordinator AF), Jenny Matthews (Vice chair person JM), Rachel Hughs (RH ELC Rep), Fiona Aglen (Treasurer FA), Hazel Davidson (HD), Vanessa Schulz (VN)
Apologies	Vanessa Schulz (VN) Carly Newton (CN)

2. Matters Arising from previous minutes – none	
<p>School meals – we are now on to the winter menu. Staff and pupils are finding the meals have been better. CS has raised concerns about the transportation of food through the winter months when the weather is bad. Post has been advertised 8 times, CS has asked them to think about long term and what could be done instead. The school does now have a stocked freezer if the weather is really bad and the food is not able to get here.</p> <p>Persimmon grant ideas – we still have £1000 to spend. Discussions were had on resurfacing the back of the playground where the obstacle course is, with a bark base to hold some of the new equipment that we got last year.</p>	
3. Head Teacher’s Update – see appendix A	
<p>CS spoke through the report Mrs Brown is finishing on Friday 24th Nov. The new teacher appointed is not in the SBC therefore may not be starting before Christmas. Supply staff will be in before that.</p> <p>Mrs Lennie is also leaving, Miss Allen is interested in both playground supervisor and ANA support and hopefully will begin this as soon as Mrs Lennie leaves on Friday 8th Dec.</p> <p>Nicola Pringle is currently a student in the school and doing an excellent job.</p> <p>The school received lots of positive feedback from its review. Thanks to all parents who helped with this. The school will be given 2 weeks notice for the full school inspection.</p> <p>Gemma Ross (active schools coordinator) is going to run an after school Athletics club on Thursdays in February. This will be a 3 week block for p1-3 starting 22nd Feb. A p4-7 block will run after this.</p>	
4. Chairperson’s report – see appendix B	
<p>AH spoke through the report We have had lots of parents coming in to school to give talks, presentations etc. This has proven extremely popular and valuable with the children. AH suggested that if possible CS shares the year topic plan to see if any parents could come in and support these more.</p>	
5. Treasurers report – see appendix C	

CS

<p>FA spoke through the report</p> <p>Hardship fund – AH to check with CN what the guidelines are for this. A subcommittee was created to look at this in further detail. Sub committee is as follows: FA, JM, AH.</p>	<p>FA JM AH</p>
<p>6. Fundraising</p> <p>AF spoke through the fundraising plans for the year. Coming up – We have our baking stall on Sunday 3rd December, Katie, Hazel, Annabel are on the stand.</p> <p>Band Night – date tbc - Carly and Katie to organise</p> <p>Coffee Morning – Hazel to organise. KK to check when the hall is closing, move the coffee morning to March</p> <p>Summer Fair – plan nearer the time</p> <p>KK to speak to Margaret and Frances about the hall price.</p> <p>Final bottle top collection – CS to check what we could receive with the bottle tops we have now.</p>	<p>HD CN KK KK CN KK KK KK CS</p>
<p>7. School Photographs</p> <p>FA brought up moving away from Tempest. YID was suggested. CS highlighted it needs to be easy to order and not involve school staff having to organise it. School do have a May booking for Tempest, but this can be changed. FA to gather some information and discuss at the next meeting.</p>	<p>FA</p>
<p>8. Playground Safety – surface and supervision</p> <p>VS brought this up, AH spoke on her behalf. Janitor hours are half a day a week so quite limited in what they can do. More janitorial hours would be helpful. AH to email on behalf of parents asking for more hours to help with playground safety.</p> <p>JM to look into persimmon grant to see if we could also do some of the playground up to help with safety.</p>	<p>AH</p>
<p>9. Parent Feedback on Showbie</p> <p>Feedback has been received that some parents feel they are not receiving all they should on showbie and do not feel they know how to use it correctly. Could there be a drop in or a video tutorial recap on showbie? Could there also be a homework resource on showbie to help with pupils homework? CS to look at this and the parent commenting function</p>	<p>CS</p>

<p>10. AOB –</p> <p>Nursery equipment - Miss Mack would like some kind of rain/fly tent to go over the trees to help with poor weather, RH to look into this. AH to ask Stu Davies also. A door mat, memory foam wipeable play mat, hose would also be greatly received. RH to look into these with Miss Mack</p> <p>It was discussed that waterproofs for p1-3 class to allow children to go out and play is something to think about. CS highlighted that staffing is sometimes a barrier to this.</p> <p>Spending fundraising money</p> <ul style="list-style-type: none"> - It was decided to look at nursery equipment needs first, then school playground equipment, then look at subsidising p7 Dalguise trip - It was decided to ringfence £500 for school trip and bus money 	<p>RH AH</p> <p>RH</p> <p>CS</p>
<p>11. Date of next meeting – Wednesday 7th February 6.30pm</p>	

Appendix A: Head Teacher's Update

Staffing update:

- No Cook – currently having food delivered to the school from Lauder primary.
- No Cleaner – currently having the peripatetic team again (who are actually very good!)
- New EYP Maria Coltman started – a great bubbly and cheery addition to the team.
- Mrs Brown leaving on the 24th Nov to have her first baby. Recruitment process underway.
- Kim Allen has completed her Modern Apprenticeship and is on staff until the end of the calendar year. She is working in the ELC and school supporting children.
- We are hosting a Queen Margaret teaching student this session, Miss Nicola Pringle.

Building / resource management

New outside construction toy – out in playground and is much fun!

Gate and wall was looked at but no action required at the moment – will monitor.

Enhancing the Curriculum since last meeting and planned for the rest of term

Past / ongoing

- P7s from both schools – **Humanutopia** and **Dalguise** – a fantastic experience as always.
- P7s from both schools – **French lesson at Channelkirk** with High school languages teacher Mr Paus (3 more lessons to come in session)
- P5 Rugby and P6 / P7 Hockey festival
- Small schools' netball competition – mixed Westkirk team competed. Thanks to parents who transported for us
- Edinburgh Zoo Visit – both schools – a great success! Thanks for PC funding the bus.
- Halloween parties
- P4-7 visit Oxtan war memorial on Friday 10th for service.

Upcoming / current

- Mr Black – brass lessons with older pupils
- YMI – delivering music lessons across the school
- Glen Leslie – working on art project with both classes
- P7s to visit poppy making factory
- Mobile Library Van continues to visit regularly
- Christmas Celebrations

Parental Engagement

- Parental support **contributing to the Respectful Relationships / anti-bullying policy** and school statement – thanks very much.
- **Showbie** – teachers are uploading key learning and targeting setting along with photos of whole class fun stuff!
- **Parent / family Stay and Learn Open sessions: Friday 29th Sept** – was a great day in both schools!
- **Parent's nights** – fantastic turn out and support, many thanks.
- **P4-7 Inspire Parents Info event (cluster)** virtual – 8th November

Gathering parents' views:

- Parental survey (school based) – what works well **engaging parents in their child's learning**. Results to follow.
- Authority survey – **school is being reviewed** – parents views feed into this process.
- **ELC + P1 Care Inspectorate survey** – potentially ahead of their return to inspect the setting again.
- **Parents group** invited in top speak to authority staff during review process.

New requests / wish list – Decided not to go to panto but consider another big trip later on in the session - tbc

Appendix B: Chairpersons report

Channelkirk Primary School Parent Council Annual Report November 2023 Overview The parent council is delighted to report on a fantastic year of fundraising and parental engagement. Highlights include obtaining substantial grants for playground and sports equipment, funding various improvements to the nursery interiors and garden, and hosting super fundraising events such as wreathmaking last Christmas, a band night in February and a spring coffee morning. As always, we are immensely grateful to the school community and wider community of Oxton for the support we receive in all our events and improvement projects - it is hugely appreciated. It remains our driving objectives to promote partnership between all members of the school community; support the education and welfare of the children; and represent the views of parents and carers.

Parent Council News & Updates Sincere thanks to Carly Newton, our outgoing Chair, for her years of work leading this Parent Council and, most notably, securing significant grants which have greatly benefitted the children. We are very pleased to retain her as a key member of our team. Annabel Haskell, the newly elected Chair, very much hopes to continue leading the council from strength to strength. Amy Fulton, our hugely enthusiastic Fundraising Coordinator has set out a brilliant programme of fundraising events for this academic year. Recent successes have included a very well-attended Halloween Party open to all school-aged children in the community, and a food stall selling baked potatoes and pic'n'mix cones at the Oxton Fireworks. We have all witnessed the brilliant positive energy in the playground thanks to the new play equipment including the obstacle course (thanks to windfarm funding) and the community donated items for loose parts (huge thanks to Jenny Matthews for her time sourcing and driving this excellent project). These are all fantastic assets. There has been notable parental involvement with the curriculum through Glen Leslie's Creative Scotland funded mural project which is well underway, Pete Haskell's morning lesson on Scottish Marine Biology with the P1-3 class, and Amy Fulton's session educating the nursery children on germs and personal hygiene. If any other parent or member of the school community has specialist skills or knowledge to share with the school, please do get in touch. We were very pleased to part-fund the school's recent trip to RZSS Edinburgh Zoo. The newly published SBC Respectful Relationships and Anti-Bullying Policy has launched within the school. The Parent Council were happy to facilitate parental input with this and it is great to see the positive response from the children to its messaging. The Nursery interior upgrade was completed in the summer holidays for which many thanks are due to Amy Fulton, Sarah Yaxley and Annabel Haskell for volunteering their sewing skills and time. The garden project was kindly started by local gardener, Iain Robinson, and his right-hand -man, Jack, over the summer months. Planting is now underway thanks in large part to donated plants from Iain Robinson, the Shimwell family, and the Haskells. Unfortunately, we have been unable to secure either a provider of third-party after school childcare or suitable transport to take children to Lauder out of School Club (LOSC). Carly Newton worked incredibly hard to try and establish some form of regular after school club / childcare at Channelkirk but, after exhausting all options, it has been decided to return the grant from SBC Eildon Neighbourhood Support Fund. This does not prohibit us from applying to the fund for future projects or if a viable option materialises.

Finances 2022-23 School Year Opening balance August 2022: £2510.63 End Balance: £4097.50 Funds raised since the start of term: £1072.31 Many thanks as always to Lynn Gray for auditing the accounts and to Fiona Aglen, our Treasurer. Fundraising & Events 2023-24 School Year Our next social event is the Quiz Night on 25 November at the Oxton Village Hall. Doors open at 7:30pm. It should be a highly entertaining evening including quiz rounds designed by the school children! Please come along (£5 per person) to support our school and have fun. Tea towels are on order and will be landing soon featuring all the children's self portraits. Will we spy a future Picasso or Rembradt among them? Along with the whole village, we look forward to the Oxton Christmas Fair on 3 November from 4:30pm. The Parent Council will be running a baking stall which

will feature the hotly anticipated return of 'guess the weight of the Christmas Cake'. Please do join in the festivities! Looking ahead to the new year we are planning another Spring Coffee Morning and a Summer Fair. Date of next Parent Council Meeting: tbc Please get in touch in person or by email if you would like to raise anything or are able to help in any way. All members of the school parent /carer community are encouraged to join the Parent Council meetings with no obligation to join the Parent Council. All input is welcome. Email: pcchannelkirkprimaryschool@scottishborders.nfps.org Parent Council Members: Annabel Haskell (Chair), Jenny Matthews (Vice Chair), Fiona Aglen (Treasurer), Katie Kay (Secretary), Amy Fulton (Fundraising Coordinator), Rachael Hughs (ELC representative), Hazel Davidson, Carly Newton and Vanessa Schultz.

Appendix C: Treasurers report

Bank Balance as of 20/11/23 £3,747.22

Income from FUNDRAISING since last report (Sept '23):

☒ Halloween Party £83.50 (Profit £76.44)

☒ Bonfire Night Baked Potato Stall £486.61 (Profit £390.32)

☒ Monthly Quiz £6

☒ Donation – Sewing Bee £6.20

☒ Tea Towels Orders £490.00 (Profit £220)

☒ Easy Fundraising £17.48

Total income from fundraising since last report £1,089.79 (Profit £712.24)

Income from GRANTS since last report:

☒ Community Council grant for Halloween party £100

Total income from grants since last report £100

Ring Fenced:

Hardship Fund

150.00

Generation Science

495.00

Nursery Planting 150.00

£795.00

Unallocated funds £ 2,952.22

EXPENSES since last report have included:

☒ Hall Hire £50

☒ Bus Hire – Zoo Trip £417.12

☒ Halloween Party £107.06

☒ Bonfire Night £96.29

☒ Tea Towels £274.20

Notes:

£100 cash float held by Fiona Aglen