



# Blackwood Primary School & ELC Parent Council

Blackwood Primary School, Carlisle Road,  
Blackwood, Lanark, ML11 9AT

**Blackwoodparentcouncil@gmail.com**

## BLACKWOOD PRIMARY SCHOOL PARENT COUNCIL

Minutes of AGM Meeting – Wednesday 30th August 2023

### Present

Wendy Thomson, Laura Watt, Jo McGuigan, Lisa Tweed, Christine McMillan, Erin Illingworth, Jenny Bowman, Vivienne Colquhoun, Alyson Bennie, Cllr Ross Lambie, Kimberley Miller, Tori Summerville, Lynsey Clark, Susan Wayt, Donna Neeson, Louise Grattan, Emma McGeachie.

### Apologies

Danielle Deane, Pamela Patterson, Julie Smith, Fiona Harrigan.

### Welcome

Christine opened the meeting by welcoming everyone and thanking them for their time. Christine shared the School Improvement Plan and handed out copies of "SIP on a page" to everyone. Christine spoke about the school values, which get renewed every 4 years, and are due to be renewed again, although the current values do work very well for us just now. Christine introduced us to the school management team and spoke about the school chaplaincy team from Kirkmuirhill Parish Church.

### Head teachers report

#### **Thanks**

Thanks to the Parent Council for purchasing sun umbrellas which I'm delighted to say were used daily in the month of June and are now available for any sunny days we might have in the future!

#### **Staffing and Classes**

- We will operate this school year with 9 mainstream classes, 2 supported classes and our ELC. The ELC is operating below capacity. Our school roll is 253 and we are full at P1 and P3.
- Mrs Henderson and Miss Murray have returned from maternity leave and are class committed to Primary 2.
- Ms Niddrie joins our teacher complement for the session.
- 0.4FTE additionality from SLC for HT support. This staff has been allocated to the school as additionality – recognising the work I am doing on behalf of the authority in other schools. This may mean that at times I am working in other places.

## **School Improvement Plan (SIP)**

Started our SIP journey for the session with;

- Sustainability at P6 – Food Waste
- Forest Schools at P3
- Bikeability at P7
- Masterclasses P7 and P6
- Swimming at P5
- Sumdog –request funding for £987, for every student for the year
- Maths week Scotland is 25th September

Improved communication – annual calendar has been issued. This will be updated throughout the year with a monthly update to keep parents/carers abreast of school events.

The Blackwood Primary & ELC Priorities on a page will be included in the September Newsletter for everyone to see.

## **Parents Portal**

- If any parents have not done so can you please sign up for this system of communication ASAP- any problems please contact the school office.
- This has taken place and has caused a bit of disruption. The staff are now learning the new operational systems.

## **Flu Jabs**

- These will take place on Wednesday 20th December. Unfortunately, there is nothing that can be done to change this.

## **Fire**

- New fire regulations are in place nationally. Evidence of fire must exist before Fire Engines will attend. Our fire procedures are being reviewed and staff trained. This presents new challenges for us and could mean that in the event of an alarm, the children could be stood outside for periods of time without coats etc. We are looking at various action plans in regards to this, such as stocked go-to bags with blankets etc.
- We have worked out that there are 5 teams within the school, who all need to be trained around these regulations. This varies from the morning cleaners, to the breakfast club staff and the full complement of teaching staff during school hours.

## **150th Celebration**

- Raising awareness that this is in 2025 and a committee formed from past and present students to organise events.

## **What is a parent council?**

Every parent or carer with a child in school and nursery becomes a part of the Parent Forum. A Parent Council is a group of parents who represent parental views to work in partnership with pupils, the head teacher and the local authority to achieve the best for their child's school. In 2007, Parent Councils were established to replace school boards. Blackwood Primary School Parent Council became effective in August 2008.

Why? Parents are the experts in their own children. School staff can share an understanding of the "bigger picture". Working together can ensure added value for the children.

The Parent Council carry out many activities; some examples include the recruitment of head teachers and deputy heads, social activities, fundraising, Self Evaluation (such as How Good is Our School through education Scotland) and HMIE.

There are 4 positions within our parent council, who all undertake various roles. We have a Chair person, Vice-Chair, Treasurer and Secretary.

### **Election of Committee**

Chair – currently Wendy Thomson, who has completed 2 years, so is able to do a final 3<sup>rd</sup> year if there are no objections or any new nominations. Wendy will remain as chair – proposed by Jo and seconded by Laura.

Vice Chair – currently Laura Watt, who has completed 1 year, so is able to complete a second year if there are no objections or any new nominations. Laura will remain as vice-chair – proposed by Donna and seconded by Emma.

Treasurer – currently Jo McGuigan, who has completed 2 years, so is able to do a final 3<sup>rd</sup> year if there are no objections or any new nominations. Jo will remain as treasurer – proposed by Louise and seconded by Lisa.

Secretary – Currently Lisa Tweed, who has completed 2 years, so is able to do a final 3<sup>rd</sup> year if there are no objections or any new nominations. Lisa will remain as secretary – proposed by Wendy and seconded by Tori.

### **Correspondence**

Laura checked to see if there had been any correspondence over the summer, of which Lisa confirmed that we had received the room hire agreement from SLC for this meeting and an email from SLC for an ASN seminar for parents and that this had been shared to our Facebook group for parents to see.

### **Treasurer's report**

Jo gave us a financial update starting with the closing balance from the last meeting of £4827.48. Since then;

- The bonus ball has continued to run twice a month with full sheets, bringing in £472
- Easy Fundraising have sent a cheque for £126.95
- The 80's race night social event, organised by Lisa and her sub-committee, raised a grand total of £2,112.50 from ticket sales, sponsorship, games & races, and raffle tickets, including a generous donation of £455 from the micro-grant fund from Blackwood & Kirkmuirhill Coordination Group to cover the main costs of running the event. The event cost £462.26 for venue hire, catering, entertainment and stationary. This gave us an incredible final amount of £1650.24.

This gives us a total income since the last meeting of £2249.19.

Our outgoing / expenses since the last meeting have been;

- Thank you flowers for Sandra in the office for all she does for us £35 (cheque still to be done)
- Parasols for the playground £239.95
- Pens for the remainder of the P7 leavers gifts (we already accounted for the maths sets at the previous meeting) £54.90

Total expenditure £329.85

This gave us a final balance for the 22/23 school year of £6746.82.

We started the 22/23 school year with a balance of £4046.77, so over the year, we have increased that amount by £2,700.05

- The bonus ball has been a great success. Since it started at the end of November, it has raised a total of £1,118.

- Easy Fundraising is definitely adding up with all of the clicks on it! Last session ended with a total balance of £1157.36 and yesterday, it was showing £1350.24, so that shows £192.88 raised since April, which is great. We would definitely encourage the new cohort of parents from P1 and ELC to join up if not already done so – information is posted in school newsletters and the parent forum Facebook group.
- As well as the 80's race night and the bonus ball, we also had the table top sale last year, which brought in £346.51. If anyone has any other fundraising ideas or suggestions, or if they are interested in setting up a subcommittee for anything, then please let us know.

Parent council funds cover things such as ;

- Halloween disco & treats
- P7 leavers gifts
- Forest School (to prevent the expense being passed to parents)
- Christmas class treats
- Anything else the school asks us for that is out-with their budget, the parasols last year being an example of this.

I (Jo) would also like to add that this is my last year as treasurer, having completed my 3 years, so we will be looking for a replacement for next year. If anyone has any questions about what it entails, come and see me, you can usually find me in the community wing!

### **Any other business**

Thinking ahead to Halloween, it falls on a Tuesday this year, which makes it difficult for decorating the hall. Last year, we decorated the hall on the Sunday and the children had their disco during school hours on the Monday. This worked well, because it meant all children could attend and enjoy the event. Christine advised we could consider still having the disco on the Monday within school hours again and this would make it easier for decorating the hall. Laura and Emma mentioned that we would need parent volunteers again, to help with this on the Sunday, and hopefully we can get a few more this year to help us. Emma also suggested that we could get the children involved in some way as well, in keeping with the sustainability theme, they could make some decorations.

Louise asked if we could revisit the issue of parking along Carlisle road, as it has become a nightmare again. Christine stated that the lollipop lady got quite upset the other day after receiving some abuse and felt her own life was in danger with the amount of traffic. Des, the janitor also receives daily abuse from parents, it's just not acceptable. Parents have all completed forms in regards to the parking, so they are all aware. Louise asked Cllr Ross Lambie if anything could be done, and if the painting of the road markings was going to be completed. Ross was unaware that they were not complete and will chase this up. He will also liaise with the police to see if they can assist at peak times. Ross has said that whilst there is only so much we can do with regards to parking laws and line markings etc, a good thing to do would be to make it socially unacceptable to park close to the school. We agreed to make a start on this through Facebook posts and Christine will add reminders into the monthly newsletter as well.

Ross asked if there are still nets missing from the "roof" of the 4G pitch. He is currently trying to find out who is to fund the replacement of these missing nets, as it is part of the planning for the pitches. Possibly South Lanarkshire Leisure.

## Dates of meetings

Last year, we had a hybrid approach to our meetings, with some being face to face at the school, and some being on line through Teams. We are looking to possibly do the same again this year, and will agree this at the next meeting.

The proposed meeting dates for this school year are as follows, with no objections noted.

Wed 04<sup>th</sup> October      Face to face at the school  
Wed 22<sup>nd</sup> November    Virtual meeting on Teams (or at school, tbc)  
Wed 07<sup>th</sup> February     Virtual meeting on Teams (or at school, tbc)  
Wed 17<sup>th</sup> April         Face to face at the school

This gives us a total of 5 meetings across the academic year, although there may be possible sub meetings and groups depending on events etc.

## Close

Laura and Christine again thanked everyone for coming.

### **Blackwood Parent Council 2023/2024 –**

Wendy Thomson (Chair), Laura Watt (Vice-Chair), Jo McGuigan (Treasurer), Lisa Tweed (Secretary)

#### **In support of -**

Blackwood Primary School, Carlisle Road,  
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#### **In collaboration with -**

South Lanarkshire Council Education Resources

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