**Gorebridge Primary Parent Council Annual General Meeting: Wednesday 10th October 2018**

**Gorebridge Primary School Community Room: 7pm**

Present: Carey Fairgrieve, Janis Harvey, Victoria Edmond, Janine Kettrick, Carrie Campbell, Lynne Roy

Steven Wood, Julie Binnie

Apologies: Debbie Denver, Alexa Gardyne,

1. **Reappointment of posts for 2017/18 & review constitution** –

Constitution was circulated prior to the meeting.

A revision to the constitution was proposed by CF to reduce total number of required meetings to a minimum of two per year as opposed to one per term (to ensure that we do not break constitutional rules if we cannot fit one in in any given term).

All agreed constitution would be altered accordingly, adopted for upcoming year and issued to Trustees.

Current posts held within PC were reviewed. It was agreed current office bearers would stay in post and were duly re-elected both as PC post holders and Charity Trustees.

Agreed Office Bearers/Charity Trustees for 2018/19 are thus as follows:

Carey Fairgrieve Chair P5

Debbie Denver Vice Chair P6

Lynne Roy Secretary P3 & P6

Janis Harvey Treasurer P6

1. **AGM & OSCR Trustees report**

Carey prepared the annual review/Charity Trustees report:

The 2017/8 term continued with a stable Parent Council and PTA membership with all members being re-elected in their previous posts. We completed our second OSCR charity return for SCO45853 and renewed our lottery license and our Extended Liability Insurance through Scottish Parent Teacher Council.

We worked with Midlothian Council and were successful in obtaining a Cost of the School day grant of £8,943. The grant will be spent on ideas suggested by and voted for by the parent forum. The grant must be spent by 31st March 2019 or any remaining funds returned to Midlothian Council. The funds remain ring fenced in the Parent Council bank account.

We have continued to support the school on an ongoing basis including the School Improvement Plan and Standards and Quality Report and the recruitment process for the new Head Teacher.

We also assisted in the successful appeal against Midlothian Councils proposed funding cuts for the football pitches in Gorebridge and worked with Gorebridge walkers to provide walks on Friday mornings within school hours.

Over the past 3 years we have been trying to improve the routes to school. In this academic year through our efforts we saw significant improvements in the Leisure Centre access route with additional no entry and one-way signage, bollards to create pedestrian only routes and the route being re-tarmacked. We continue to monitor and raise any issues regarding routes to school.

We have had another successful year with a Halloween Disco, Valentines Disco and the Summer Fair with a further expansion on last year’s free events for the pupils. We also provided support to the Children in Need visit and the school Christmas Fair, including a Santa’s grotto.

Throughout course of the year the PTA funded numerous activities and supplied equipment to support the educational objectives of the school. We purchased; another year’s supply of gym bags for the Primary 1’s; the nursery graduation gifts; we paid for the Christmas theatre performance at the school and a substantial contribution to the nursery panto trip; we donated £130 to equip the nurture room; funded the school Christmas trees and decorations; healthy snacks and water for the school sports day and the P7 leaver’s BBQ. We continue to raise funds and have agreed to buy craft aprons for the school to assist in the delivery of arts and crafts and are looking to set up a Shoe library to recycle footwear for our pupils.

We have the same PTA events already booked in which have been shared on the school calendar, we continue to update the Facebook page and are hoping to spend more time this academic year on policies.

All agreed it was an accurate reflection of previous year’s activity.

1. **Treasurers Update**
* Recent income- matched giving from BOS foundation for volunteering at Halloween disco (£215) and summer fair (£500). Valentines disco raised £283.10 and summer fair £667.11.
* Cost of the school day fund of £8943 awarded in May 2018.
* Recent expenditure- invoice from school at end of school term June 2018 for sports day fruit, texts, photocopying and summer fair baking.
* Treasurers Account- the adjusted bank balance, taking the above into account gives a current balance of approx. £14,624 of which approx. £5681 is available to PTA.
* Last year’s accounts submitted to accountant August 2018 for approval.
* Invoices from the school for Christmas decorations and art aprons still to be received. It was noted that PTA could provide funds for more aprons if desired. **Action: JB to chase with office**
* Parent Council Allowance for this year yet to be received **Action JB to check with Lee**
1. **Head Teachers Update:**

Mr Wood noted that he had enjoyed his time in post so far and has been warmly welcomed into Gorebridge Primary.

***Staffing***

Miss Stadnik is due to return from maternity leave and will be working part time Weds-Fri. Miss Stadnik has particular strengths in Numeracy development and this will be key in implementing school improvement plan (see below)

Miss Landells, Mrs Hobson and Mrs Paton will continue as Principle Teachers until Christmas at which point it will be reviewed

*Standards Quality Improvement Plan (SQIP)*

The Standards Quality Improvement Plan (SQIP) is complete and a draft has been submitted to Julie Faulks. It is awaiting sign off so that it can be published in full.

The plan focuses on four main priorities:

1. Raising attainment through literacy and numeracy: This year will have a numeracy focus (Literacy was focus last year) although both are still key elements, Numeracy will focus on basic maths facts and numeracy and maths planning.
2. Digital learning: focus on digital learning following teaching audit. Also ensuring children are prepared for transition to Newbattle High School which is centre for digital excellence. Mr Wood will eb working closely with Mark Davidson to prepare students also considering shared learning space with our students, Newbattle and also Murray House.

Newbattle Community Campus is a centre for digital excellence and as such will be investing in IT equipment. It was noted that at a previous exchange with CF and VE that GPS could be recipient of ‘older’ equipment as and when replacements are sought for the High School. Action: **SW to explore this possibility further with Newbattle staff**

1. Promote Health and Well Being: Focus on behaviours management and consistency in celebrating achievements. Adverse Childhood Experiences (ACE). Children with more than 4 ‘ACEs’ are more likely to experience low education attainment, teenage pregnancy, drug abuse and have lower life expectancy. Mrs Binnie has attended course about ACEs and is working to raise staff awareness as well as recognising that parents may also have had ACEs.
2. Project equity: closing the attainment gap. Continuing to work with Home School Practitioner and Speech and Language. Looking at more outdoor learning – clearing out cupboard to see what equipment we need/ PTA could provide. **Action SW/JB to identify any equipment required CF/LR to check what equipment PTA previously funded**
3. **PTA Minutes**

Minutes from PTA meeting held on Monday 1th October were reviewed and discussed.

Issues with parking inappropriately in front of the school and at the leisure centre car park are ongoing. Gillian Bathgate has been contacted to confirm who is responsible for parking now no traffic warden. Action CF to chase up with Gillian Bathgate

Free Fun Friday events still chasing up assault course options and trying to source a magician for P1-3 in January **Action: JK to check magician used for Birkenside fund day**

Dates for next year’s PTA events have been agreed and will be on the Gorebridge Community Cares calendar.

PTA will have a Santa’s grotto at the Christmas Fair –likely to be 7th December. **Action: CF/LR/JK to identify potential Santa.**

Healthy eating issues raised at meeting: Health and well-being council to look at this- councils have not yet been formed

**AOB**

Cooker: ongoing debate with Skanska as to where in the school cooker could go. It was agreed it is worth pursuing as a valuable resource to both school and community. Desirability of a cooker for school was identified through consultation for cost of the school of day and funds have been allocated.

 **Next meeting date tbc.**