**Minutes of Cramond Parents & Staff Council meeting held at Cramond Primary School on Thursday 8 November 2018**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Present | | Apologies | | | | |
| Helen Donaldson  Linda Campbell  Paula Dimond  Alison Mckay  Caroline Ashbrook  Caroline Duguid  Cristina Buckingham  Jennifer Draycot  Karen Hobbs  Jill Shepherd  Barbara Caira | | Fiona Pengelly  Vic Bowes  Carrie Muir  Steph Croan  Suzanne Hutchison  Katie Reaves  Jennifer Sanderson  Jim Poseley  Lyndsey McGuire | | Sheila Gook  Kari Cessford  Jenni Lamb  Emma Walker  Claire Paterson  Alison Maxwell  Alison Downes | | |
| **Agenda Item** | **Discussion** | | **Action** | | **Person(s) Responsible** | **Date for completion** |
| Welcome | Caroline Duguid welcomed everyone to the meeting. | | | | | |
| Apologies | Apologies were given as above. | | | | | |
| Acceptance of minutes of last meeting | The minutes were reviewed and accepted as an accurate reflection of the meeting. | | | | | |
| Treasurers Report | Paula confirmed at present there is £6652 in the Current Account and £3450 in the 100 Club Account. Currently, there is £2009 in PSA Account and £111 in Garden Account.   Paula advised Halloween Disco takings were £1182 – expenditure £292, leaving a profit of £882.  Second hand School Uniform sales has raised £140.  CPSC has made a £4000 donation to the School. £1000 forest school / stem/ literacy/helping hands as well as £150 reimbursement for staff training. | | | | | |
| Caroline Thomas JASS | Caroline Thomas advised that 4 parents have created a group to further develop JASS (Junior Awards Scheme for Schools). It operates in four different areas: My Interests/Get Active and Stay Active/Me and My World and Adventure.  Pupils work through various levels. This will be introduced in P5 & P6 in January 2018, from 2-2.45pm as a drop-in session. The 4 leaders will assist the children and inspire them with ideas. The first level they will start on is Level Blue. Following this they can continue onto Bronze, Silver and Gold Levels. Children fill out a log book and when all their tasks are completed, they will have a presentation of a certificate and a badge. A JASS board will be created in the P5/7 corridor to celebrate their achievements.  At the end of November, there will be a presentation to parents interested in their children starting JASS Club at Cramond.  If this successfully moves along, the initiative will be introduced into further year groups at Cramond. This is not a curriculum-based thing, it is much wider eg can include sports and many other achievements outside of school.  If there are parents in other year groups who are interested in starting JASS Club in any other year group, please contact the school or Caroline Thomas for further details and ideas of how to set up a club. There are many levels below Blue, and children as young as 5 can take part.  Caroline Duguid thanked Caroline for presenting to the CPSC. | | | | | |
| Transitioning work with Cluster Schools | Caroline Ashbrook advised her plans to send a questionnaire around Cluster Schools to gauge interest in a wide range of topics, based around transitioning to High School, including:  P6 & P7 events  Visits from pupils to speak to them  Taster sessions of after school clubs at High School  Extra activities  S1 pupils visiting the cluster schools to talk to pupils  Primary pupils visiting the High School during the school day, to get a feeling of the school day  Meet up / visit after school  Map or orienteering event  Mrs Ashbrook will work with the Deputes of cluster schools and take things forward. | | | | | |
| Fundraising Ideas for Future Years | The CPSC are keen for parents to come forward with any ideas (large or small) they may have for fundraising.  Ideas mentioned at the CPSC meeting were:  Silent Disco  Race Night  Banquet and Boogie – for adults only with an auction  Curry Night  Quiz Night  If anyone has ideas of events they have organised or been part of which worked really well, please get in touch so we can start collating information and researching fundraising events and initiatives. | | | | | |
| Milestones on Learning –  Mrs Donaldson | Mrs Donaldson gave a presentation to the group on Our Learning Journey in Numeracy at Cramond. An Improvement Focus for Cramond staff this academic year is Literacy and Numeracy.  A source of reference will be made available for parents and carers to understand key milestones in Numeracy for their children. | | | | | |
| Update from Mrs Donaldson | Playground – Mrs Donaldson advised work should be starting this weekend and will work around when children are in school.  Parking – a small number of parents are ignoring requestw to park and drive safely around the School. We have asked for increased policing and road safety support, contacted the City of Edinburgh Council and local Councillors. **Please can we ALL take responsibility for driving and parking safely at all times to ensure no one is injured or even worse. We want to keep ALL children at Cramond safe and parents need to realise how much danger they are putting children’s lives under.**  Mrs Donaldson gave thanks to CPSC members who had given help with the Christmas Card art this year and for getting the orders ready for children to collect.  It was advised since Mrs Clark had departed the Glee Club will continue with Mrs Turner and Mrs Kottis for P1-P3.  Mrs Susan Cheyne will be teaching German to some year groups.  Head lice is currently very prevalent in many year groups. Mrs Donaldson would like all parents to check their children’s hair regularly and treat as early as possible.  Mrs Donaldson said that P1 registration is going really well and numbers are looking good.  A new Nursery Handbook for parents has been designed and a new P1 Parent Handbook is currently being developed. | | | | | |
| Parental Engagement | Caroline Ashbrook explained more about the help the school is looking for from parents. Parents will be sent an email about this, requesting they sign up to tasks and days which suit them.  Parental groups – Cramond will have 4 Cluster Coffee mornings a year with a focus group to discuss How Good is Our School 4. Cramond are really keen to find out what parents want to discuss and be informed about.  About a week after the Cluster Coffee Morning, an informal catch up could be arranged to discuss areas more tailored to your child being a pupil at Cramond.  The School are fundraising for a friendship bench at the moment, and a group of P5 pupils will have a bake sale at the School Coffee morning on Friday 9 November. | | | | | |
| ACOB | There was no other business. | | | | | |

Next meeting Thursday 24 January 2019