



# Broomlands Primary School Parent Council

Broomlands Primary School, Ednam Road, Kelso, Roxburghshire. TD5 7SW.

## MINUTES

### Minutes from the Meeting of the General Committee of the Broomlands Primary School Parent Council. Held in Broomlands Primary School on Thursday 26 January 2017.

**Present:** Irene McKenzie, Chairperson (IM), Michelle Matthews, Head Teacher (MM), Kate Brown (KB), Claire Lindsay (CL), Pam Guthrie (PG), Jennifer Middlemiss (JM), Gillian White (GW), Susan Cessford (SC), Cllr Tom Weatherston (TW), Cllr Simon Mountford (SM), & James Thom, Clerk (JT) who took the minutes.

Minute	Business	Action By
1	<b>Welcome</b> Irene opened the meeting at 7pm extending a warm welcome to all the members.	
2	<b>Apologies</b> Apologies were received from Julie Fleming, Jackie Nairn (Treasurer) & Avril Gibson (School).	
3	<b>Minutes from the Last Meeting</b> The Minutes from the last General Committee Meeting held on 26 May 2016 were reviewed, it was agreed that these were a true and accurate record on the Proposal of Gillian White and was Seconded by Jennifer Middlemiss.	
4	<b>Matters Arising from the Minutes of the Last Meeting</b> <ul style="list-style-type: none"> <li><b>SOCIAL MEDIA &amp; WEBSITE:</b> The School Facebook page has now been set up, however, Michelle is working on some access issues to allow other nominated persons to create posts through the account. There appears to be no rapid development from SBC in creating a website for the school so Michelle has received permission to create our own. It was agreed that James would make a start to develop this. Michelle agreed to think of a suitable Domain.</li> <li><b>MEMORIAL BENCH:</b> This has been purchased with the School and the Parent Council sharing the cost.</li> <li><b>DOG FOULING:</b> Recently there has been an increased number of incidents of Dog Fouling on school property. Michelle agreed to put a polite note on the Facebook as well as in the school newsletter. Tom suggested that everyone should report offenders through the Council's process either by calling the Contact No: 0300 100 1800 or online by clicking the following link: <a href="https://www.scotborders.gov.uk/site/xfp/scripts/xfp_form.php?formID=252&amp;language=en">https://www.scotborders.gov.uk/site/xfp/scripts/xfp_form.php?formID=252&amp;language=en</a></li> </ul>	MM JT MM
5	<b>Chair Person's Business</b> <b>PC CHAIRS MEETING:</b> Irene advised that the next meeting of the Parent Council Chairs will be at Kelso High School on 6 <sup>th</sup> February. Irene highlighted that although this was a meeting for the Parent Council Chairs other members could also attend. Irene agreed that when she receives them she could send out the Agendas for these meetings to the committee.  <b>VICE CHAIRPERSON AND SUCCESSION PLANNING:</b> Irene once again appealed for a Vice Chairperson, this is especially more important now as Irene's tenure of office finishes at the AGM in September and it would be good to have someone to take over the role. If anyone would like to take on the role of Vice Chairman and would like an informal chat they are welcome to contact Irene direct. Irene agreed to discuss with the other Parents Councils to see what they would do should a Chairperson or Vice Chairperson was not elected. It was also agreed that it would also be good to get some new members on the committee to ensure that succession planning was well maintained. Irene agreed to draft a statement which could be used on the website and the school newsletter.  <b>THANKS:</b> Irene concluded by thanking everyone for their continued support.	IM  IM  IM





# Head Teacher's Report to Parent Council

## 26 January 2017

### School Roll: 241

39 Nursery

20 = am 13 (pre-school) ELCC 4

7 (ante pre-school) ELCC 3

19 = pm 11 (pre-school) ELCC4

8 (ante pre-school) ELCC 3

2 new pupils to start this month sharing sessions.

P1 = 23

P1/2 = 22 (6+16)

P2/3 = 25 (19+6)

P3 = 25

P4 = 31

P5 = 30

P5/6 = 25 (17+8)

P6 = 30

P7 = 30

This session we have taken several pupils in across the school since August. We lost a family of 2 who moved to England and another family of 1 who moved to Jedburgh. Two families who were due to move to Kelso and had enrolled with us did not start as their plans for moving fell through.

### Staffing.

- Christine Middlemiss one of the cleaners retired after many years – Suzanne Douglas is covering the post temporarily until the end of the session.
- Ewan Donaldson has been on a student placement with us 4 days a week since August. He was the successful candidate as dinner hall supervisor. This post had been held off from advertising and had been covered by Senior leaders from April until January. The playground supervisors post also advertised at the same time should be filled in the next few weeks.
- We have a new school nurse Dorry McIntyre who has filled the post after Catherine Devenney retired in May. She has fewer hours but is working well with the school.
- Pam Whittaker will return from maternity leave following February break. She returns 3 days a week until the summer, we hope Mr Alan Reid will continue with us 2 days a week, job sharing with Mrs Whittaker.
- SBC have recruited additional Nursery Nurses. Broomlands has been allocated an additional Nurse Nurse for 17.5 hours a week. These posts were recruited centrally. Deborah Young currently part time in nursery and part time ANA was the successful candidate and took her additional post up on 16-1-17. Her ANA hours are currently being covered on supply by Ewan Donaldson.

### Building

- New school
- Staff car park

### Playground/Grounds

- Football containers
- Evening issues
- Dog walking and fouling

### In-service

- Nov – Numeracy, Learning Community Number talks

### Collegiate time/ Continued Professional Development/ School improvements

- Planning folders
- Teaching staff consultations
- Management and colleague observations
- Parents' appointments
- Report writing
- Working Parties – Arts, Technologies and RME. Developing progressions of learning
- Development of Early Level Learning Environments
- Child protection Training

- Support staff – First Aid Training
- Chronology training
- Numeracy sessions
- Effective Feedback sessions
- Early level learning environments

#### School Visitors

- Ann Dalglish - volunteer
- Marilyn Jack – volunteer
- Fiona Ferguson – Behaviour support teacher
- Liz Scarpa- EAL teacher
- Ashley Prentice- OT
- Maive Dylan – Speech & Language Therapist
- Rev Anna Rodwell - Minister
- Dorry McIntyre / Sarah McDonnell/ Sandra Dewar - School nurse and Health Visitor
- Christine Brown - Senior Lead Officer
- Michelle Bradley - Educational Psychologist
- Jane Forrester - Community Learning Youth worker
- Lesley Ann Nivens CLD adult worker
- Aileen Graham- Borders College
- PC Gina Dickson
- Becky Bass- Home School Link Worker
- Phillipa Gilhooly and Karen McGrath – Safer Routes to School
- Rob Hume – brass instructor
- Jenni Borthwick – YMI instructor
- Sarah McDonnell HSLW
- Molly Ballantyne – Action for Children – Young carers
- Marion Caracher – Music Therapist
- Sally Ward Early Years visiting teacher
- Neil Innes – Active Schools Coordinator
- James Gubbins – Project Manager – New school
- Donald Scott -Site manager – New School

#### Students

- Ewan Donaldson – Student Teacher Placement – whole school
- Amy Hollywood –Nursery Nurse Student
- Agnes Majowka - Classroom Assistant Student
- Emma Beattie – MED Student
- Sophie Stevens – Early Years Assistant Student

#### Outings/Events - Events/Visitors in school

Individual Photographs	Tempest	All pupils
Ukulele instruction	YMI -Jenni Borthwick	P5/6 and P6
Action for Children – Young Carers Lunctime Drop in every other week	Molly Ballantyne	All children
River Tweed Project Talk	Dr Robeson	P5
Judo Taster session	Judo sportif	P1-4
Class assembly		P5
Little Learners Stepping Stones	ELCC open sessions	ELCC
Harvest Assembly		Whole School
PJ Story Telling	sponsored event	ELCC
Remembrance Service		Whole School
SBC School Review	Whole School	Pupil and Parent groups
Peer Mediation Training and Saltire Award	CLD Jane Forrester	P6
Carols on the Playground		Whole School
Class Christmas Parties		Whole School
Christmas Lunch		Whole School
Flu immunisations	NHS	Whole School
Kelso Wheelers	Ian McKenzie	P5
Bikeability Level 1		P6
Burn's Lunch		Whole School
Resuscitation Training – Kelso Hearbeat	Scott Forbes Kelso	P7

## Events Out of School

Curling Sessions	Kelso Ice Rink	P7
JRSO Conference	Galashiels	P7 JRSOs
Crucial Crew	SBC _-Tweedbank	P7
Places of Worship Project	Kelso North Church	P2/3
Residential Week	Dukeshouse Wood Hexham	P7
Road Safety Theatre	SBC KHS	P1 and P2
Floorball Competition	Jedburgh Grammar School	P6-7
Seahouses Experience	Grace Darling Museum	P1/2 and P2/3
Kelso Races	Richard Lansdale	P5
Seafood Event	KHS	P6
Carols in the Community	Headway Group	P7
Carols in the Community	Inch Hospital	P5/6
Carols in the Community	Grove House	P5
Carols in the Community	Queen's House	ELCC
Nativity	Kelso North Church	P1 and P2 for Whole School

### Still to come this term

- P1, 2/3, 5/6 and 6 class assemblies
- Spring Service at Kelso Old Parish
- ChildLine Presentation and workshop
- SSPCA Presentation and Workshops
- P5/6 and P7 Celebration of Scotland

### After School & Lunchtime Clubs

Netball	P6 and 7 girls 2 sets of sessions	Mrs Gibson and Miss Walker
Basketball	P6 and P7 boys 2 sets of sessions	Mr Reid
Floorball	P6 and 7 boys 2 sets of sessions	Live Borders
Hockey	P6 and P7 2 sets of sessions	Miss Walker

Also monthly meetings of Positive Press Group, Eco Committee, Pupil Council and JRSOs. These groups now meet one Friday a month during class time to ensure quality of experience and provision. Remainder of class working on class council type learning.

### Discussion points

School Review

New school

Bev's Bench

Kelso Laddie – Declaration event

**Michelle Matthews**

**Head Teacher**

**Broomlands Primary School**

**26 January 2017**



# Broomlands Primary School Parent Council

Broomlands Primary School, Ednam Road, Kelso, Roxburghshire. TD5 7SW.

## Treasures Report & Accounts

---

Opening Bank Balance		6,905.51
<b><u>Income: Y/e 31-08-17</u></b>		
Discos surplus	135.34	
Christmas fair surplus	1,929.66	
Parent Council Grant	310.00	
Film Night	-	
Bingo Night	-	
Summer Fair	-	
Easy fundraising	-	2,375.00
<b><u>Expenditure: Y/e 31-08-17</u></b>		
Xmas Gift	(25.00)	
Lottery Licence	(20.00)	
Nativity Costumes	(87.75)	
Kelso Life Advert	(30.00)	
Insurance renewal	(33.00)	
Clerk Payment	(130.00)	(325.75)
Closing bank balance		<b><u><u>8,954.76</u></u></b>

---

Balance per bank statement	9,142.51
O/s lodgement	-
O/s cheques	(187.75)
	<b><u><u>8,954.76</u></u></b>

Jackie Nairn  
Treasurer  
Broomlands Primary School Parent Council  
26 January 2017



# BROOMLANDS PRIMARY SCHOOL PARENT COUNCIL

General Committee Meeting  
Broomlands Primary School Parent Council  
Thursday 26<sup>th</sup> January 2017 in the School at 7.00pm

Chairperson: Irene McKenzie

## AGENDA

- Welcome
- Apologies
- Minutes from the last General Committee Meeting
- Matters arising from the above
- Chairperson's Business
  - Vice Chairperson Recruitment
- Head Teacher's Update
- Clerks Business & Correspondence
- Treasurer's Business
- Parent Forum
- Sub Groups Reports
- Diary Dates and Next Meeting Agenda Items
  - Thursday 16th February – The Assembly Hall, Berwickshire High School – CSE Strategy 6.30pm
  - Tuesday 21st February – The Assembly Hall, Peebles High School – CSE Strategy 6.30pm
  - Tuesday 28th February – The Assembly Hall, Galashiels Academy – CSE Strategy 6.30pm
  - Tuesday 7th March – The Assembly Hall, Jedburgh Grammar School – CSE Strategy 6.30pm
  - Thursday 23rd March – General Committee Meeting at 7pm
  - Thursday 11th May – General Committee Meeting at 7pm
- Close

**Further information available from: James Thom (Clerk) on 01573 228 241**

## Shopping On-Line?? – Please read on!



A **FREE** and **SIMPLE** way to raise money for the School while you shop on-line at over 2,000 online stores plus the opportunity to get yourself some online offers, bargains and promotions.

Why not have a look and start shopping now and raise funds for the school at no extra cost to you.

**Click on the below and register as a supporter:**

<http://www.easyfundraising.org.uk/causes/broomlandspc>

or search for: easyfundraising.org.uk

- Click on Support a Cause
- Click on “Search for a Cause”
- Type in and Select Broomlands Primary School Parent Council – Kelso
- Click on “Support this Cause”
- Create an account
- Start Shopping!! Easy!!
- **THANK YOU!!**



# THIS COMMUNITY SAYS

# NO TO DOG FOULING



**BAG THE POO - ANY BIN WILL DO**  
**Or an £80 fine awaits you**



**POLICE**  
**SCOTLAND**



**0300 100 1800**

[www.scotborders.gov.uk/dogfouling](http://www.scotborders.gov.uk/dogfouling)