

MINUTES

General Committee Meeting

05 March 2026 at 6pm in the School

Chairpersons: Kelda Pearce & Lisa Haig

IN ATTENDANCE

Lisa Haig (Joint Chair), Kelda Pearce (Joint Chair), Nikki Johnstone-Brown (Vice Chair), Louise Hewison, Lucy Wendt, Jenni Douglas, Christine Riley, Ellie Henderson, Adam Lindsay (Headteacher), Avril Gibson (Depute Headteacher) and James Thom (Clerk) (12)

PARENT FORUM

Sammie-Jo Hold

GUESTS

Paul Graham – SBC and Councillor Simon Mountford (2)

WELCOME & HOUSEKEEPING

The Joint Chairs opened the meeting at 6pm, welcomed and thanked everyone for their attendance. Those present introduced themselves.

PAUL GRAHAM - SBC

Paul Graham from Scottish Borders Council provided the members with information regarding the use of iPads within the school and the local authority. An open discussion took place with the opportunity for questions and answers. Paul highlighted an App which the members found interesting. “Jamf Parent” is a free app, available for iOS and Android, that empowers parents to manage school-issued student devices outside of school hours. It enables restriction of specific apps, blocking websites, scheduling downtime for homework/bedtime, and monitoring device usage.

From the session it was suggested that the school could send out more information with the issue of the iPads and that an annual refresher may be useful to ensure that parents are comfortable with the iPads. It was also suggested that if SBC prepare information sessions, these would be useful if they could be accessed online for parents to view at their convenience.

APOLOGIES

Apologies were submitted on behalf of Ala McIntyre (Treasurer) Lizzie Freeland Cook, Hayley Lees, and Joanna McNulty.

MINUTES FROM THE LAST GENERAL COMMITTEE MEETING

The Clerk confirmed that the minutes from the last General Committee Meeting on 29 May 2025 had been sent via email to all the members prior to the meeting for their review. These were adopted as a true and accurate record on the proposal of Nikki Johnstone-Brown which was seconded by Lucy Wendt.

MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING

There were no matters arising from the minutes from the last general committee meeting.

CHAIRPERSONS UPDATES

Lisa shared her research and gave an interesting insight on what a “Parent Council” is and what its purpose is which was welcomed by the members. Further information can also be found at:

CONNECT <https://connect.scot/>
SBC <https://www.scotborders.gov.uk/schools-learning/parent-councils>
NPFS <https://www.npfs.org.uk/>

Kelda highlighted and reported on what the joint chairs had been working on including updates on the following.

- SBC Parent Council Chairs Fair had been cancelled.
- There is a SBC Parent Council Chairs meeting arranged for next week which they hope BPSPC will be represented.
- Highlighted the results from a recent Connect Survey regarding Mental Health and it was agreed that a speaker with knowledge about mental health and well-being would be welcomed at one of our meetings. From this, Lucy suggested it would be useful to get a visit from [Cheviot Youth](#) regarding this topic. Lucy agreed to make some initial enquiries.
- The Joint Chairs held a Parent Council drop-in session giving the parent Forum an opportunity to engage with the Parent Council, however, it was not well supported on this occasion.
- The chairs had discussed road safety issues which have resulted in the pupils getting involved in a safety campaign.
- Feedback from the last Halloween Disco has been discussed with the school.
- A few suggestions regarding Friday Lunches were discussed and have been implemented by the school.
- The benefits of the introduction on and afternoon break were highlighted.
- Information has been provided to parents about the expectations of helping and supporting the school. It was also reported that PVG disclosure would only be required if parent helpers were in contact with the children and a teacher was not present.
- Further work is being undertaken to provide some kind of provision to enable parents to reuse unwanted and or lost school uniform items. Charity Begins at Home were approached to see if they would be able to facilitate this in the shop, however, they were unable to assist on this occasion. This continues to be work in progress.
- It was discussed with the school that it would be useful if parents were informed about changes to class cover.
- The chairs had a discussion with the school to get a clearer understanding of child protection and how to report concerns if required.

Sammie-Jo Hold intimated that she would be interested in being the Parent Councils Special Education Needs Representative to which there were no objections.

CLERK’S BUSINESS & CORRESPONDENCE

The clerk reported that he had no business to discuss and had no correspondence to submit. Permission was given to the clerk to oversee any routine business until the next meeting.

HEADTEACHERS REPORT

Adam delivered his report which has been attached.

TREASURERS REPORT

In the absence of the treasurer, the clerk confirmed that the accounts had been sent to the members via email prior to the meeting. The clerk continued by reading out a summary of the treasurer's report.

The bank balance as of 3 March 2026 was £8, 650.83. This balance includes £108.03 ringfenced for the P7 Leavers Disco Fund. (Last year's expenses towards Disco were: £50 disco hire for 2hrs, Snacks £36.55. All of which have been reimbursed to the Pam Guthrie (Immediate Past Chairperson). The Parent Council recently supported the school £2, 000 and we have also supported school with funds towards class projects and classroom storage boxes totalling £200.97. We are due to reimburse Cheryl McLean (downstairs classes) for the purchase of a freezer for class experiments and ice packs. Cost around £80. She is waiting for the receipt from Stewarts.

It was highlighted that the Kelso Branch of the Bank of Scotland is closing. It was suggested that any regular and routine banking could be done over the counter at the Post Office. The members also approved that the treasurer could make enquiries regarding the application of an ATM card.

The recruitment of a new Independent External Examiner was discussed. Adam suggested that we should ask Sarah Murray for a suggestion which Kelda agreed to do and Jenni Douglas would make some enquiries at Rennie Welch LLP.

Adam had expenditure of just under £1, 000 which the Parent Council agreed to absorb.

Simon Mountford agreed to pick up with Cllr. Euan Robson to see if there was any support from the Council regarding bank charges.

SUBGROUPS UPDATES

Kelda reported that the Healthy Tuck Shop continued to be as success but will be looking to make some improvements.

Christine reported that there will be a "shorts and shades" disco on 15 May and "Broomfest" will be on 5 June. There will be a meeting of the fundraising subgroup at 6pm on 24 March 2026 in the Cross Keys Hotel in the town to which all members are cordially invited to attend.

AOCB

Kelda suggested that it may be a good idea to have some activity that could tie in with the curriculum and community such as litter picking. Kelda agreed to follow this up and make further enquiries.

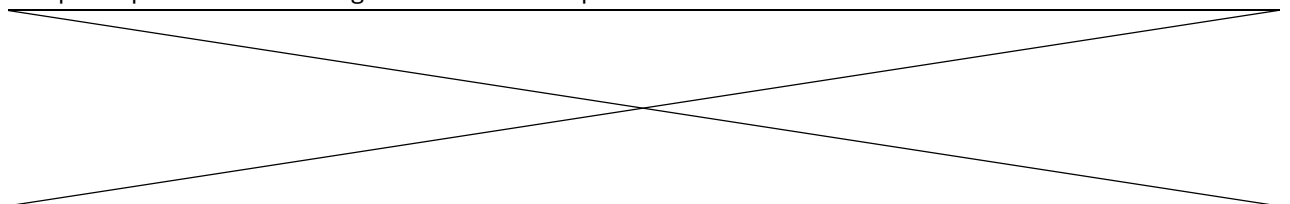
It was suggested that the Parent Council could be renamed and rebranded to make it more "user friendly" and inviting. It was accepted that this could be discussed ongoing.

DATE OF NEXT MEETING

The date of the next meeting is to be confirmed but will be communicated via email when firmed up.

CLOSE

There being no further business to discuss, the chairs thanked everyone for their attendance, engagement and participation. The meeting was closed at 8.05pm.



Headteachers Report for Parent Council Meeting - February 2026

The Head Teacher's report provides updates on staff activities, upcoming events, new resources, and changes in staff and pupil numbers.

- **Staff Activities:** Staff spent the In-service day working moderating teaching and learning approaches to writing in line with updated SBC guidance. This included work to:
 - Strengthen shared expectations for teaching writing
 - Identify where #SBCWay principles are visible in classroom practice
 - Agree next steps in ensuring consistent teaching approaches

We also spent the afternoon working with our Inclusion & Wellbeing Service to discuss the new SBC guidelines around a document called 'Included, Engaged & Involved 3; A Relationships and Rights-based Approach to Physical Intervention in Schools'. This is something that is very rarely encountered at Broomlands but gives absolute clarity about our processes should it be required.

- **Wider learning opportunities:** We have had a successful P7 residential to Robinwood. Staff found the children overwhelmingly positive, polite and fun to be with. We hosted Rotary representatives for the annual quiz, and our B team are through to the next round. Swimming lessons have restarted and nursery visits to Queens House and the local woods are held weekly. We have hosted a Digital information session with support from a member of the Inspire team, and next week begin a series 3 parent workshops around nurturing approaches, at Kelso High School, 11, 18, 25 March, 6-7pm.
- **New Resources:** We are grateful for Parent Council support in recent weeks, helping in particular where parents are experiencing financial hardship in regard to residential. There have also been a number of resources purchased for children with neurodiversity and ADHD, a replacement soundbar for a classroom, first aid materials, communication cards, and other resources.
- **Parent Helper Guidance:** Copies of the recently introduced Parent Helper Contract are shared tonight for your information. All parent helpers are being asked to read, sign and return their agreement to abide by this
- **Staff and Pupil Changes:** The school has welcomed a number of new pupils throughout the school, and our current roll now sits at 343 – 18 more than this time of year last session, including the nursery. As it stands, we will return to 10 classes again next session. Mrs Turnbull returns from maternity leave later this month and we are expecting Mrs Orde to return to the school in August on a part-time basis following her secondment and maternity leave.
- **Finance and Property:** Work has been ongoing on the roof of the building following leaks, thankfully not in classes or areas used regularly. We are grateful for the offer of support from PC in purchasing loose parts play equipment – more on that shortly.
- **We have responded to requests from PC Chairs around a number of different areas in recent weeks** – these include steps to address road safety, changes to the Friday lunch system, pursuing options for a uniform swap, sharing information about child protection, explaining approaches to promoting positive behaviour, which I'll expand on shortly,

discussions around communication, dog fouling, a litter pick and afternoon breaks, and the presence of Paul Scott tonight to help answer questions around iPads.

- **Approaches to Play:** We are making good progress in our work on this, trialling opportunities for play at different stages in the school, including taking enquiry-based approaches to learning where appropriate.
- **Writing** – a working party is developing further approaches to teaching and learning in writing, again in line with #SBCWay guidance.
- **Clarity re purchases:** - agreement from the meeting for the purchase of loose parts – ideally the Outdoors Loose Parts set from Early Years Resources at £498 inc VAT. 75-piece pack. Also, contacted Glasgow Science Centre re visit – waiting on a reply to confirm dates.
- **PC Chairs asked us to share our approaches to supporting positive behaviour in school** – separate documentation.

Adam Lindsay
Headteacher – BPS

