



Parent Council

Broomlands Primary School Parent Council

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

MINUTES

Minutes from the Meeting of the General Committee of the Broomlands Primary School Parent Council. Held remotely via Zoom on Thursday 1 June 2023. (Rescheduled from 25 May 2023)

Present: Jennifer Redpath (JR), Pam Guthrie (PG) Joint Chairpersons, Sonya Nairn (SN), Vice Chair, Adam Lindsay, Head Teacher (AL), Alicja McIntyre, Treasurer (AM), Ashley Wilson (AW), Ellie Henderson (EH), Christine Riley (CR), Lucy Wendt (LW), Cllr Euan Robson (ER), Cllr Simon Mountford (SM), Cllr Tom Weatherston (TW) & James Thom, Clerk (JT) who took the minutes. (13)

Parent

Forum: Emma Davies (1)

Minute	Business	Action By
1	Welcome The joint Chairpersons opened the meeting, which was held remotely via Zoom, at 7pm. They welcomed and thanked everyone for their attendance. Jennifer apologised for having to reschedule this meeting which was to be held on 25 May. This was due to technical issues	
2	Apologies Apologies were submitted on behalf of Avril Gibson, Joanna McNulty Sandra Scott, Tracie Patterson & Louise Hewison. (5)	
3	Minutes from the Last Meeting The minutes from the last General Committee Meeting, which was held remotely via Zoom on 23 February 2023, were reviewed (these were distributed to members via email prior to the meeting), it was agreed that these were a true and accurate record on the proposal of Jennifer Redpath which was seconded by Sonya Nairn.	
4	Matters Arising from the Minutes of the Last Meeting The treasurer confirmed that payment had been made to the school to top up the "class purse" fund. The Clerk reported that he had not received any contact details for Isaac Andoh-Kesson and assumed that he no longer wished to be a member of the General Committee.	
5	Chairperson's Business Pam – Nothing to report at this stage. Jennifer – Reported that the Healthy Eating Fruit Tuck Shop was losing on average £9 per week (£21 income versus costs of £30). It was pleasing that a local company agreed to help subsidise the cost, however, it may require help from other individuals and businesses to ensure this activity remains active. Jennifer reminded the members about the summer fair next week.	
6	Head Teachers Update (attached) Adam gave his report and updated the committee on the activities at the school including the School Inspection. Adam thanked the parents who were involved with the inspection process. Adam also reported that the Project Playground equipment had been installed.	

7	<p>Clerk's Business & Correspondence</p> <p>The Clerk suggested that it might be worth the Parent Council purchasing our own Zoom License instead of using the High School's, the last meeting had to be postponed as Kelso High had a Zoom Meeting at the same time ours was scheduled. It was agreed that this was hopefully a "one off" issue and we should continue to use the High Schools License.</p> <p>The Clerk reported that he had been prompted by the Council to provide an evaluation of Project Playground further to the grant received from the Council. Now that the kit has been installed, the Clerk will work with the school to complete the evaluation form.</p> <p>The Clerk was granted to permission to conduct all routine business until the next meeting.</p>	JT/SCHOOL
8	<p>Treasurers Business</p> <p>The Treasurer reported that the Bank Balance was £783 and was looking forward to the proceeds from the summer fair next week. At this stage all outstanding payments were up to date.</p>	
9	<p>Parent Forum Business</p> <p>Lucy Wendt requested that the following was recorded:</p> <ul style="list-style-type: none"> • A well done, congratulations and thank you to the whole school team for preparing and proceeding through the School Inspection process, everyone's hard work is very much appreciated. Lucy urged the staff to prioritise their well being after such an intensive process. • Lucy reported that she would be able to assist with the music classes further to Jen Borthwick concentrating on other commitments. Lucy looks forward to the future plans to ensure music is still enjoyed at the school. • A further well done and congratulations to the school for the initiation of the breakfast club and wished all the best of success in the future. 	
10	<p>Sub-group Update</p> <ul style="list-style-type: none"> • Gardening – It was noted that Matthew Fleming no longer attends to the garden. • Events and Social – Next fundraising event is the Summer Fair which will be held at the school on 9 June 2023. • Healthy Tuck Shop – Looking at the costings as per Minute 5 above. 	
11	<p>Diary Dates, Agenda Items & Notes for the Next Agenda/Meeting</p> <ul style="list-style-type: none"> • Summer Fair will be on Friday 9 June 2023. • Last day of the current term will be 29 June 2023. • The next meeting will be our AGM will be on 21 September 2023 at 7pm, full arrangements TBC. 	ALL
12	<p>AOCB & Close</p> <p>The chairs gave a vote of thanks and closed the meeting at 7.40pm.</p>	



Head Teacher's Report to Parent Council

Good evening. So, we're in the middle of the busiest season of the year, with a huge amount going on all over school. Some classes have already been on trips to places like Jupiter Artland and Mary Queen of Scots house in Jedburgh, with others scheduled before the end of term. We've had classes to a number of festivals and transition events, with the most recent being cricket down in Shedden Park. Small groups of P7's are visiting the High School for visits, clubs and so on, and all are taking part in some live lessons with KHS staff in the next few days.

We had the Morton Trophy last week, with Boys A & B and Girls side competing against Edenside down at Woodside Park as unfortunately Edenside didn't have any goals! The games were played in a good spirit, though Edenside came out on top in two of the three games and the third game was drawn. Well done to all involved.

Also, Monday was Sports Day, to which we had a huge number of parents and families. Everything went very well, and I want to say a big thanks to Mrs Gibson, Mrs Murray and Mrs Ward-Higgins for working on organising everything for this.

Teaching & Learning

We're obviously thinking ahead to next year and looking to prioritise our school improvement focus following the recent inspection. Our focus will include:

- Developing ways for children to better lead learning and have more input into developing the school.
- Working on family learning opportunities for families to be more involved in the life of the school.
- Looking at how we plan for and monitor learning targets for all children, but particularly those who have additional needs.
- Developing more creative use of digital skills to improve how children use the iPad to support and share their learning.
- Revisiting our respectful relationships approach, to ensure we are well equipped to deal with difficult behaviour and to support children and families if things do go wrong. We want a school community discussion about bullying and will be exploring the UNCRC with the children.

Our inspection report highlighted lots of good outcomes for children at Broomlands, and the team recognised the high-quality relationships and culture within the school. I want to place on record my thanks to parents who took time to respond to the questionnaires or took part in the parent focus groups. Likewise, I want to note how hard the staff worked to prepare for and deliver at their best during what is a hugely stressful week of scrutiny. Staff are shattered, and ready for a summer break in few weeks, so Mrs Gibson and I are going quite easy on them just now!

Pupils and staff

Pupil numbers have increased slightly, with new children welcomed into P3 and due to join us next session in several other stages as well. Our numbers for next year are such that, until a couple of days ago, we were due to reduce to 9 classes rather than 10, however we now have and there are likely to be some staff shifting stage within the school. We do not yet know whether we will have a Newly Qualified Teacher as a result of this change. Mrs Gibson and I are working on class composition, matching teachers to classes and working out any composite splits next week and will share that information before the final week of term.

Until Mrs Turnbull returns from maternity leave after October, we will continue to have Mrs Brown working alongside Mrs MacLean and Mrs Liddle will continue teaching next year's Primary 1/2.

Following the departure of Mrs Pettigrew, and after a number of weeks with peripatetic office cover in place, we have welcomed Sarah Murray into our school office. She has been working with Mrs Webster from Edenside to learn the wide range of systems and processes that the job involves; everything from ordering equipment, organising parent helpers, sorting the daily dinners, to keeping me in check! Sarah has settled in very well and is already showing that she gets 'The Broomlands Way' of doing things – with a smile and going the extra mile.

I have taken on a role as Cheviot Lead Head Teacher, working with colleagues in Kelso and Jed to look at how we can work more effectively together, and support one another as a group of schools. It means I am sometimes away from school on a Friday, but I have the best Depute in the history of Deputes, so the school is in good hands if I happen to be in another local school.

Finance

We have made a number of routine purchases recently and are appreciative of the PC support with P7 hoodies and calculators. Hopefully, the Summer Fair will give us a boost for the future. We are in need of replacing a number of PE items that are life-expired, such as floor mats.

Breakfast Club is up and running in partnership with Cheviot Youth. We are averaging 40-50 children each day, with now over 900 free breakfasts provided for children, giving those who need or want it a good, social start to the day.

Property

We have excellent news regarding the playground project, which has now been installed and is being well used. Children are enjoying it on a rota basis, and it is placed in the school garden in order to allow access to the local community as well. Feedback from children includes them saying "We're really enjoying it because we can all play together and make up games on it for us to all get involved in". Other say "It's really good fun, and not too high if you fall off it!" We plan an official opening event before the end of term to thank all involved in bringing this to fruition.

Just remains for me to thank the PC for a positive and successful year. I look forward to working with you all next year.

BROOMLANDS PRIMARY SCHOOL PARENT COUNCIL

General Committee Meeting
Broomlands Primary School Parent Council
Thursday 1 June 2023 at 7pm, held remotely via Zoom
(Rescheduled from 25 May 2023)

Joining Instructions

When it's time to join the Zoom Meeting click on the link below:

<https://us06web.zoom.us/j/84667732459?pwd=d0tHUTNReW9mUjVlbHhpS2xxZGRqUT09>

Meeting ID: 846 6773 2459 :: **Passcode:** 333929

If you are unfamiliar with Zoom or need a refresher, click the link below:

<https://support.zoom.us/hc/en-us>

AGENDA

Chairpersons: Pam Guthrie & Jennifer Redpath

- Roll Call, Welcome & Housekeeping
- Apologies
- Minutes from the last General Committee Meeting
- Matters arising from the above
- Chairperson's Business
- Head Teacher's Update
- Clerks Business & Correspondence
 - Zoom Licence.
 - Seek permission to conduct routine business until the next meeting.
 - Grant Evaluation.
- Treasurer's Business
 - Financial Update, Bank Balances. Income and Expenditure.
 - Seek permission to conduct routine business until the next meeting.
- Parent Forum Business
- Sub-group Reports
- Diary Dates and Next Meeting Agenda Items (Dates of future Meeting) (AGM: 21 September 23)
- Close

Further information available from: James Thom (Clerk) on 01573 223 976

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