

Welcome to the Parent Council AGM



**Broughton Primary School
Parent Forum Edinburgh**

28 August 2024

Chair's Report

Why?

- Opportunity for the Office Bearers to be accountable to the Parent Forum whom it represents.

What?

- Our Values
- Our Aims
- Events success 2023/24
- End Result: How the money you raise is spent
- Governance bank process funding application form
- Looking forward 2024/25

Values of the constitution

To promote:

- Inclusion,
- Equality,
- Diversity and in all our activities and communications.

And

To welcome new families

September International Café



Welcoming Parent Council



Aims of the constitution 2023/24

- Promote cooperation between school and parents by working with staff, gathering the views of parents in various formats.
- Deliver social events for children raising money through inclusive prices.
- Manage the Trust of funds raised to benefit the children.
- Donate money raised to enhance school life. Consulting the children, where possible, to prioritise how the money should be spent?
- Support fun learning for children such as baking and gardening opportunities.
- Create links between the school and the community.
- Work with staff on new approaches to learning and identify how parents can be involved.
- Respond to City of Edinburgh Council consultations on behalf of the Parent Forum.
- Attend wider Edinburgh Parent Council Network meetings to share ideas.

Events Delivered in 2023/24: (17)

- 28 August Parent Council Meeting (In person AGM)
- 29 September: FAB International Café
- 6 October: Pre- loved uniform sale & Halloween Costume exchange
- 11 October Parent Council Meeting (Online)
- 27 October FAB Halloween Disco Olivia
- 5 November: Sunday FAB Sub- Committee Playground Tidy & bulb planting Barbara
- 29 November: Parent Council Meeting (In Person)
- 1 December: FAB Winter café
- 2 February: FAB Family Games Night & Quiz Shona and David
- 3 March: FAB: Playground Tidy
- 13 March: Parent Council Meeting (online)
- 17 March : FAB: EMF Training starts Shona, Naomi
- 22 March: FAB: Spring Disco
- 26 April: FAB: Café (coincided with Sunrise (equalities) week - international theme)
- 15 May: Parent Council Meeting (In person)
- 25 May Edinburgh Marathon Weekend Shona, Naomi
- 8 June FAB School Summer Fair

Aims of the Sub-Committee: Friends at Broughton (FAB)

- Plan and organise fun social events for parents and children
- To further the aims of the Parent Council
- Maintain the playground garden and raised beds.
- Growing food and cooking programme

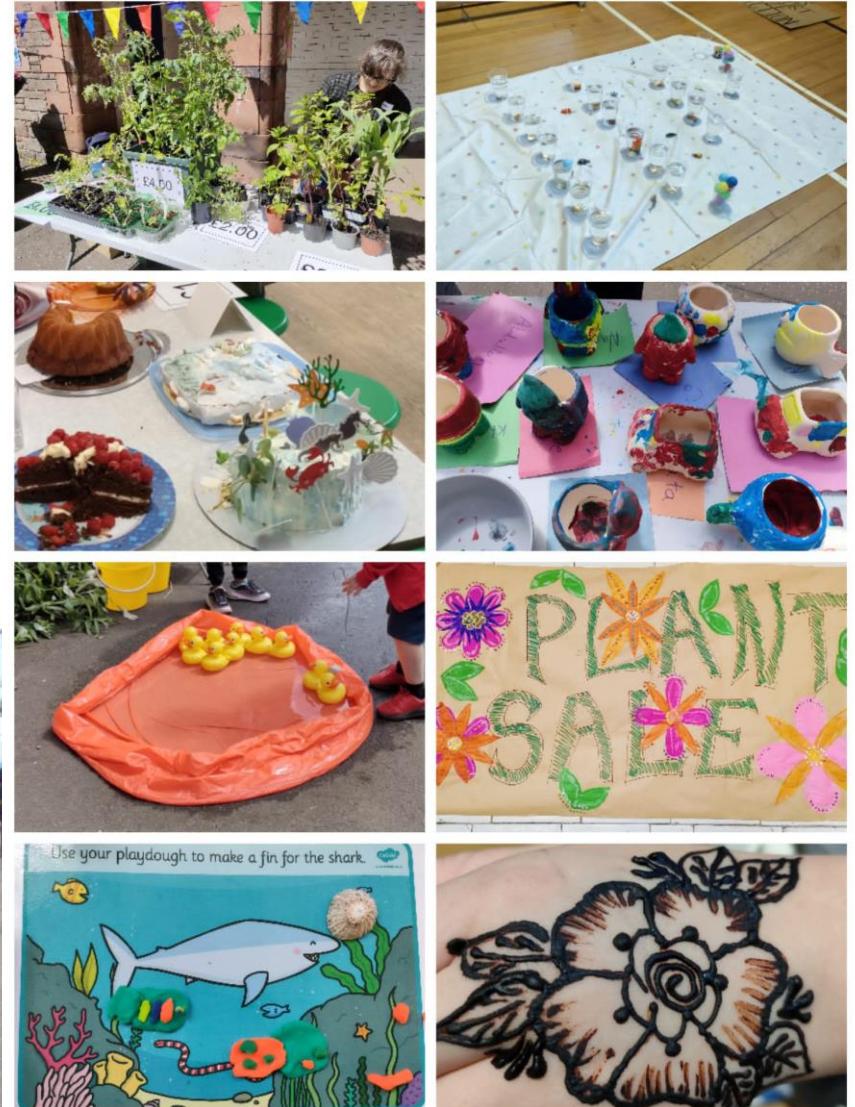


Events 2023/24



Liked by rkve.dh and others
edinburghstreetstitchers Edinburgh Street Stitchers are planning to be at Broughton Primary School Summer Fair on Saturday 8th June from 11.30am to 2.30pm. Bring a garment to mend and join us. @bpsparentcouncil

Gardening and Cooking Club



How we have spent the money raised

- Picnic benches for the quiet area (£505.76)
- New Noticeboards & fixed bench repairs (£360)
- Tote Bags (£378) for re-sale
- Playground Gardening soil/broom/compost bin (£92.98)
- School let, lottery licence , creche (£78.98)
- Gifts for School and Afterschool staff for goodwill received (£40)

Footnote: Expenses incurred delivering events are not included (see Treasurers Report).

Footnote 2: Pending payment for Chessboard markings (£800) already approved not included owing to playground markings contractor unavailability.

Footnote 3: Children have voted on a pipeline of projects applications are required

Good Governance

Finance

- Two Trustees of the bank account
- Cash management sheet completed after every event and counter-signed
- Regular reports by the Treasurer
- Annual accounts independently verified

Decisions

- Staff & parents can complete a form for funding projects
- Parents who attend PC meetings vote on proposals
- Decisions and actions are recorded at parent council meetings.

Funding Application Form

Funding application: Broughton Primary School Trust & Friends At Broughton

Title of your funding request	
Applicants Name:	
Position relating to Broughton PS (e.g. parent, teacher):	
Date of your application	
When did you notify Parent Council (2 weeks required)	
Fund request total. If your request is for over £200 it must be submitted two weeks in advance of a PC meeting for wider voting and discussion.	
How many quotes have you obtained (3 required)	

1. Give a brief outline of your idea (100 words). Please tell us:

2. How it will make Broughton Primary School a better place to be?

3. Have any children been involved in coming up with the idea?

4. How much does your idea will cost?

5. Which classes would benefit from your idea?

NEXT STEPS

- Once completed email it to broughtonparents@gmail.com
- Your request will be circulated to the parents and carers forum.
- Your idea will be tabled as an agenda item at a parent council meeting.
- Parents attending the parent council meeting can approve reject or ask for more information.
- If your request is for over £200 it must be submitted two weeks in advance of a PC meeting for circulation ahead of voting and discussion.

EVENTS Planned in 2024/25 (21)

- Friday 27 August: FAB Café & Pre-loved uniform sale
- Wednesday 9 October: Parent Council Meeting (On-line)
- Friday 25 October: FAB Halloween Disco
- Sunday 3 November: FAB Playground Tidy-Up
- Friday 22 November: FAB Book Exchange event TBC
- Wednesday 27 Parent Council Meeting (In-person)
- Friday 29 November FAB Winter cafe
- Friday 31 January FAB Family Night
- Wednesday 26 February Parent Council Meeting (On-line)
- March Sunday 2 March FAB: Playground Tidy
- Sunday 16 March FAB: EMF Training starts
- Friday 28 March Spring Disco
- Wednesday 30 April Parent Council Meeting (In-person)
- Saturday 24 May FAB: Edinburgh Marathon Weekend
- Monday 26 May Nursery Sports Day
- Tuesday 27 May Sports Day
- Wednesday 28 Nursery Sports Day
- Saturday 7 June FAB: Summer Fair
- Tuesday 17 June P7 three-day transition begins
- Wednesday 18 June P1 Transition Event
- Wednesday 25 June P7 Leavers BBQ

Looking forward to 2024/25

- Recruit office bearers and volunteers to lead planned events
- Continue to promote equality. By working with an Enhanced Support Base & ASN Rep.& PT Lauren Venn to create an ESB event.
- Be strategic about funding applications.
- Make funding application form easily accessible
- Work with school and children to spend the banked funds raised.
- Request from Ms Williamson for Outdoor Classroom funding.
- Tesco Stronger Starts Application Ref: 116762 for P1 forest school clothing. Outcome due by March 2025
- Leith Chooses: up to £5,000, for Summer Fair? Apply by 10 October.
- Demand for dance, multi-cultural , craft workshops

ANY QUESTIONS ?



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