

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

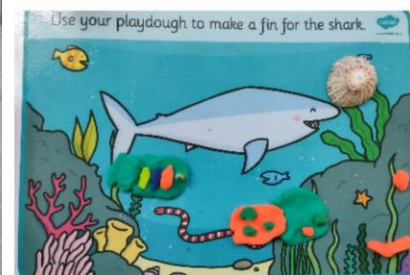


Events 2023/24



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 <u>to</u> 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:

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

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

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4. How much does your idea will cost?

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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 ?

