

## Minutes of the Loanhead PS Parent Council Meeting

09-Nov-22, 7.00 - 8.30 PM

**Chair:** Lynn Waight

**Minutes:** Libby McAdam

**Attendees:** Poppy Lansdown-Kyles, Lynn Waight, Karen Hinton, Jo Gillies, Gemma Stevenson, Ashley Allen, Libby McAdam, Laura Burnett, Rachel Coombs, Melanie Caldwell, Ian Carpenter, Lorna Kennedy, Alex Kitchen, Michelle Brown, Laura Page.

**Apologies:** , Rhonda Mag Fhogartai, Raul Pardinaz-Solis, Kerry Crichton, Claire McLean, Claire (Amaliea's Mum)

### 1. Review of Previous Minutes

- Fruit bowls are now implemented and being funded by parents, letter agreed to go out by PK to local businesses and parent to invite sponsorship of this initiative.
- Parent Council have to email Skanska over gritting concerns around fire exits, in particular the classroom doors – LW to action
- PK circulated a draft of a proposed petty cash request form to be kept in school, to allow teaching staff and class volunteers to apply for small amounts of money to fund class projects. This idea came as we have not yet been asked for any support from class teachers for Christmas crafts (agreed last meeting). KH to remind staff of the offer of £20 per class for this purpose.
- Clarification from Head Teacher that although children CAN be dropped off without a parent this is at the discretion and risk of the parent and school staff are not responsible for the child until 8.50am.
- The above led to a question from AK about whether children receiving extra break time were supervised, particularly when gates were open at the end of the day. This was confirmed as yes, they are always supervised in the playground.
- Lets confirmed as free from 8am Monday to 6pm on Friday – Chargeable for weekend lets.

### 2. Treasurers Report - See Annex A

### 3. Halloween Disco

- PK passed on this was not only very successful financially, raising £932.05 , but also seemed to be enjoyed by all who attended. Feedback on the event is invited to allow us to build on this for next year, in particular the organisation and run up to the event – noted this was the first in a long time and no “checklist” to work to suggestion one is put together for next year. LMc happy to action.
- MC asked that the lights be on for costume judging as proved very difficult in the dark, all agreed.

- LP added that some nursery feedback was children became tired and had to leave a bit early and so a small number missed the costume judging. All agreed next time to do judging first and discuss times for 2023 nearer the time.
- DC raised VIA WhatsApp she felt mobile phones shouldn't be used at events on school property RP-S seconded this, missed feeling in the room but agreed with MC that the main issue was the cameras on phones and not phones themselves – parents to be asked to only allow phones for calls and safety on arrival/leaving and not used in the disco. PC to provide a photo booth area and/or instant cameras to document the evening.
- Finally, it was raised that PK had donated the disco for the event and due to the funds raised, it was suggested that she be offered a refund as the disco was pivotal to the success of the evening. All agreed. PK to action £120.00 to PK refund for disco.

#### 4. Christmas Fair

- MC confirmed the Christmas fair would be on 2<sup>nd</sup> Dec.
- LK explained how the grotto was set up by a team from the North Pole with guidance from JC and LK however this year they have asked for Parent support to build this as they are a bit behind with toy making. PK, LW and LMc have agreed a date to do this with LK.
- There will be a visit from Santa on a few occasions over Dec, parent council have been asked to purchase a good quality garment for him to wear while he's visiting us as he keeps his good one for Christmas Eve...£100 has been agreed for this purchase.
- Class reps asked to canvas for parent helper at the fair itself (12.30pm – 2.30pm) to man stalls. It was noted that children remain the parents responsibility, so volunteers should be aware of this. We think in the region of 20 helpers may be needed.
- MC has asked if KC can invite and crafters from previous fairs to rent a table. Cost agreed at £10 a table plus a raffle prize.
- PK raised that PPS and LASC were having a free Christmas jumper swap shop in Loanhead Library, as an extension to the uniform swap, and suggested we support this. KC had offered a Christmas jumper stall, at the Christmas Fair, for selling jumpers. LW suggested we could possibly do both depending if the proposed swap date was before the Christmas fair. PK to speak to KC for more info on this and confirm date of swap.
- MC has asked the parent forum to donate single items which will be made in to 3 hampers for the main raffle prizes. A pamper hamper, a traditional hamper and a Christmas eve hamper. Donations to school ASAP. LW to post on Facebook page and text to be sent from school.
- LMc suggested raffle tickets sent home with kids to sell in advance. Agreed if PC organised this. LMc happy to organise and hand in W/C 14<sup>th</sup> Nov for return 28<sup>th</sup> Nov.

#### 5. Fundraising

- Lots of ideas, Talent show, beetle drive, quiz night, cheese and wine night, scavenger hunt, spring disco.
- It was agreed to take forward - Cheese and Wine (and bingo) PK + GS, Scavenger Hunt LB, Spring Disco (Thursday night in Spring term, provisionally 23rd March) LW + PK+LMc and Summer Fair (Friday 26th May) LMc to get wisdom from LK and arrange sub meeting to discuss in January.

## 6. School Lets

- MC confirmed that all weekday lets are free of charge.
- LK explained that when we book last minute Skanska staff stay on at because of their goodwill alone and all agreed short notice lets are neither fair or appropriate. All let should be booked as soon as events agreed, this can be done VIA the school office.
- Let to be booked from next meeting on 8<sup>th</sup> Dec – LW to action

## 7. Dates of Meeting

- It was mentioned dates of meetings had been published as provisional in approved minutes, however not all members had received these due to a small admin error.
- All agreed it was fair and appropriate for these to be looked at at the next meeting (to allow let to be booked) to allow KC to attend and Chair more as she was voted in as Chair for the year.

## 8. Headteachers Report

- Storage tables and furniture are finally being removed from the library after Skanska clarifies they were not responsible for this.
- P3-P7 will perform a Christmas concert for parents. The music cost £70.00 for this and the school asked the parents views on charging tickets at £1 to cover this. It was agreed this was acceptable and would help plan for numbers of tickets were pre sold.
- Nursery collections running past 3.10pm is becoming a real problem for staff who then go straight into meetings having to forgo breaks, while watching kids collected late. Text has been sent to all in the hope it has just been a misunderstanding of nursery times. LP clarified collection is 3.10pm at the very latest and the door are open from 3pm.

## 9. Interfaith teaching in schools

- It was noted that in the previous meeting parents have been asked to contact the school directly about this if it is a personal choice of their family or related specifically to their feelings or guidelines for their child.

## 10. Chair Update

- This is noted to be incomplete we were running out of time towards the end, can be updated at the next meeting if any points were missed.
- KC has asked that someone take responsibility for a number of tasks: LB has agreed to look after road safety matters, communicating with the council, KC and LK to forward all current communications to LB to allow this to be done. PK will write updates for the School Newsletter. LW will look after the Facebook page.
- Council meeting for PC Chairs on 12<sup>th</sup> Nov – KC to confirm attendance in case a stand in is required
- To finish, everyone was reminded be respectful to one another, that all opinions are valid and if everyone can be open and kind in their expression of these we will make the parent council more accessible to all.

### **11. Items moved to next agenda due to time constraints**

- Sponsored fundraising in class
- Local trips

**Date of next Meeting – 7th December 2022 6.30pm for 7pm in the School staff room.**

**11- Nov-22**

#### **Update from the Chair (KC)**

1. I will be attending the Chair's meeting on 21-Nov-22.
2. If the date of the next meeting be moved from Thu 08-Dec to Wed 07-Dec then I can Chair.
3. The community jumper swap is the weekend before our Christmas fair. I chatted with Melanie today and it was felt that the items donated by our families, should be offered to our families first. Any remaining can then be donated to the community.

We run the risk of having none to offer at our event after promising this, should they all be taken by members of the further community.

The jumpers will be offered for £1 each, to trial an evidence based theory, after poor uptake of the Halloween costumes that were offered for free.

This will reuse, assist with the cost of living and raise funds for the school at the same time.