

Woodlands Primary School Parent Council Meeting Minutes

Tuesday 26th February 2019 @ 7pm – Staff Room, Woodlands Primary.

Present

- Kim Thorne (KT) Vice -Chair
- Suzanne Smith (SS) Principal
- Louise Kelly (LK) Treasurer
- Judith Connor (JC)
- Gillian Wood (GW)
- Marie Forbes (MF)
- Jenny Grant (JG)
- Niona Soutar (NS)
- Alison McEwan (AM)

Apologies

- Laura Ferguson (LF)

1. Welcome and previous minutes

Welcome by Kim Thorne. Previous minutes (21st Jan 2019) approved by GW and seconded by MF.

Freezer for Fareshare collections is excellent, NS very happy. Assistance with Fareshare collections working well with rota.

2. School Communication

A recent issue with School communication with parents was highlighted and discussed. This was around notification of a cancelled after school activity. There was a mistake and the text was not sent to parents due to a system time out. Apologies have been issued. This has been considered and procedures put into place where the person responsible for the activity will also receive the text message so they would be aware if the text has not sent.

3. Poverty Awareness

GW raised the issue of poverty awareness as she has received training on this through work. There is a need to be aware of poverty, including in-work poverty in all areas. The school are aware of this and do take account of it, trying to minimize the cost of the school day and not making donations for things mandatory. They do less fundraising than previously. The fare share collections and the uniform shop are aimed at helping families that need it.

It was discussed if Parent Council could help with some of the bigger costs, especially the P6 and P7s trips and activities as these tend to be £70 and £250-300 respectively. The school can provide some

support but only when asked and often it is difficult to find out the reason some children don't attend trips.

Parent Council could help by helping the P7s to organise some outside school fundraising, for example bag packs, For Carnoustie days, boot sales with tea and scones. Parent Council could try to raise enough to pay for the bus which would reduce the cost per child by approx. £30 per head.

PC to meet with P6s in term 4 to have some discussions in advance of next year.

4. Fair trade policy

School is re-applying for fair trade status. They have a policy to use fair trade whenever possible and to promote where possible.

JG replace Arts and Craft hamper for Bingo night with Fair Trade Hamper.

5. Fair trade uniform

A fair trade uniform supplier was discussed. The quality seems good and only slightly more expensive. It was decided it would be good to have as an option for parents in addition to the existing suppliers.

6. AGM requirements

The AGM is booked for 23rd April.

Need a treasurer's statement – previously used Grant (Carmel's step dad). Will ask him again to audit the books.

Newsletter and chair's report – Summary of what we've done over the last year, what activities, what money has been raised and what we've spent money on.

Vacant positions are:

- Chair or Vice Chair
- Secretary

Need to encourage potential new members – promote AGM at Bingo night and through Facebook page.

Plan is to share jobs around more with all PC members and not have onus on one individual.

7. Bingo Night

Bingo night is booked for 8th March. Maximum capacity of 120 people.

Plan for the night on a spreadsheet was circulated and discussed. Raffle prizes and hampers discussed and almost all completed. GW to collect and wrap any that need.

Barry agreed to do bingo calling – PC should get a thank you voucher for him, £20 for local restaurant.

Discuss on messenger for final details.

8. AOB

Facebook page – currently 276 likes.

Admins – Niona, Judith, Alison and Mhairi. Replace Mhairi with Kim.

Date of next meetings / Dates for diary

Next meeting after AGM on 23rd April.

Disco: 21st March and 20th June.