

# Woodlands Primary School Parent Council Meeting Minutes

**Wednesday 3<sup>rd</sup> September 2025 @ 6.00pm – Staff Room Woodlands Primary School**

## 1. Welcome and attendance

Welcome by the Chair Bea Finlayson

Present

- Bea Finlayson (BF) Chair
- Ciara Gray (part) (CG) Vice Chair
- Louise Kelly (LK) Treasurer
- Suzanne Smith (SS) Principal
- Judith Connor (JC) Vice Principal
- Loretta Maxfield (LM)
- Itziar Ferreira Cores (IFC)
- Carlene Brown (Part) (CB)

Apologies from Laura Ferguson (LF), Sophie Thompson, Lorraine Callaghan (LC), Jamie Alexander (JA), Tanya Quinn (TQ),

## 2. Previous minutes

Previous minutes approved by CG and seconded by BF.

## 3. School Update

SS provided a school update

Focus this year is writing including training to ensure classrooms are inclusive and meeting all children's needs.

Opal are a team that provides support and advice to schools to support children engage in outdoor play – cost is around £5,500, looking at possibility of sharing costs/training with Burnside and Carlogie.

Rights respecting school group are reviewing 'respect me' and looking at anti bullying

Loretta asked if there are plans to support children's grammar, SS advised as part of the school improvement the children have been looking at grammar and punctuation.

## 4. P7 Hoodies

PC agreed to purchase P7 Hoodies again. The class will vote on colour and go with majority or can choose Woodlands Green, or black.

## 5. October Disco

Thursday 23<sup>rd</sup> October – Ciara confirmed DJ Colin booked. All agreed children can dress up for Halloween (no masks)

Price for entry and tuck to be reviewed

## 6. Outdoor Reading Area

Now in place – children are enjoying the space. The hobbit house is small, JC confirmed limited due to space.

## 7. First Aid

Grant has been given by SSE Green for £500

SS to explore costs for First Aid

## 8. Future Plans

Discussed how PC can support school going forward, SS advised she will speak to Pupil Council for ideas. Possible suggestions include sport strips and playground equipment

IFC asked if chess club due to start up again, JC confirmed looking at Term2/Term3

## 9. Burns Supper

Loretta has suggested a Burns Supper fund raiser. LM and CB have contacted some local venues for prices, Rookery and Golf Hotel were expensive, British Legion cheapest but small dance area. All agreed would be a fun family event but should be affordable. Can consider collaborating with another school. LM will explore options

Discussed possibility of taking payments via card reader/QR code. LK will look into further.

## 10. Open Jotter Night

BF advised a parent has been in touch to suggest having an open jotter night - an informal chat with teacher. CB advised her school have one parents night and two open jotters night which are very successful.

SS advised at the moment the school have 2 parents nights, one late September to have an opportunity to meet the teacher and another later in the school year, Learning logs that are sent home regularly and a report towards the end of the school year. Can consider changing but would be for next year. Can ask parents for their thoughts.

Following feedback from last year the Curricular Afternoon will be changing this year

Itzy suggested it would be useful to meet the new teacher before the holidays but appreciates that it would be difficult to arrange. JC advised P1s and P2s now both leaving via infant door to allow parents and teacher to have an informal chat if required.

## 11. Christmas Raffle

Agreed would be good to go ahead this year, to start asking for donations early Nov, with aim to send home tickets w/c 23<sup>rd</sup> November

## 12. PVGs

All members of PC to be PVG checked for school and a separate PVG is now required for PC as well.

## 13. AOB

### **Meetings**

BF confirmed for meetings to go ahead there needs to be 50% of members in attendance. BF will contact current members who are not attending meetings to discuss attendance/membership

Can have a minimum of 5 and maximum of 20 members – need to consider future membership as many members have children who will be moving on to high school over the next year or two.

### **Smart phones**

LM asked if Smart Phones are an issue during school? SS advised not a big issue, there are strict school rule in place, phone must be switched off and in bags during the school day.

## 14. Future Dates

### **PC Meetings**

Wednesday 12<sup>th</sup> November 2025 @ 6pm – staff room, Woodlands Primary School

Wednesday 14<sup>th</sup> January 2026 @ 6pm – staff room, Woodlands Primary School

Wednesday 6<sup>th</sup> May 2026 @ 6pm – AGM and meeting – staff room, Woodlands Primary School

### **School Discos**

Thursday 23<sup>rd</sup> October 2025 6.15 to 7.15 and 7.30 to 8.30pm

Thursday 4<sup>th</sup> June 2026

### **Family Bingo night**

Friday 13<sup>th</sup> March 2026