

Woodlands Primary School Parent Council Meeting Minutes

Wednesday 12th November 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 (CG) Vice Chair
- Louise Kelly (LK) Treasurer
- Suzanne Smith (SS) Principal
- Judith Connor (JC) Vice Principal
- Laura Ferguson (LF)
- Carlene Brown (CB)
- Jamie Alexander (JA)
- Kirsty Sutherland (KS)
- Jamie Butler (JB)

Apologies from Sophie Thompson (ST), Loretta Maxfield (LM), Itziar Ferreira Cores (IFC)

2. Previous minutes

Previous minutes approved by CG and seconded by BF.

3. Woodlands Community Childcare (Out of School club)

Jamie Butler from Woodlands Community Childcare gave an overview of his plans to open an out of school club in Woodlands. A survey has previously been sent out to parents and the responses have confirmed there is demand for an onsite Out of School club. Currently looking at taking 24 – 30 children. Jamie will lead the service with up to two employees. Breakfast club will run 7.30 to 9 am and After School 3pm to 6pm. Further information will be available in due course.

4. PVG

PVG checks for Parent Council members are now up and running. BF passed her thanks to Loretta for all the work involved.

5. Raffle Dates

Carlene has been working hard and some amazing prizes have been donated. Raffle tickets will be sent home w/c 23rd November and Kirsty and Carlene will draw the raffle in school on Monday 8th December.

6. Kilt Order

Ciara advised she had ordered and paid for a kilt on 26th June and, despite chasing, still hasn't received the kilt. SS and JC will look into further.

7. Disco

The recent disco was a great night with £300 profit made.

Note for future discos to consider children with allergies, one of the younger children was unable to have the crisps.

8. P7 Hoodies

Louise K will speak to P7 parents to move forward with ordering the P7 hoodies. Jamie will provide details of another company he has used to allow a price comparison.

9. First Aid Training

We received a donation from Haven to provide First Aid training. SS will explore costs and options.

10. Nursery Show

Sophie has contacted Tots Stars who have advised they can visit the nursery for a Christmas show for £100. Parent Council have agreed to fund this instead of the Christmas books bought in previous years. JC will speak to nursery to ask their preference.

11. School Update

SS gave a school update.

Children are busy practicing for the Christmas Shows.

There is no Christmas service this year due to Church renovations.

At the December in-service days staff will be working with the cluster schools, taking forward the work on writing from last year, identifying what children need to develop writing and ensure the needs of each individual child are being met. Staff have also been focusing on how to help children build social skills through games, play, break out areas and supporting the children when required.

The school are looking at potentially working with Opal, a program which will assess the school playground to help create an environment which supports children engage in play. The school will meet with Opal again to look at options and value for money as it is expensive.

12. AOB

Panto Ice Cream

Louise K will liaise with Louise in the office to ensure a dairy free alternative is provided.

Future funding ideas

Following a discussion with staff JC advised of possible funding ideas;

The nursery playhouse will need replaced. Initial costs are around £1300.

Makedo tool kits – STEAM resources which would benefit the whole school.

Sports strips – JB suggested possible sponsorship from local businesses.

To discuss further at next meeting.

13. Future Dates

PC Meetings

Wednesday 14th January 2026 @ 6pm – staff room, Woodlands Primary School

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

School Discos

Thursday 4th June 2026

Family Bingo night

Friday 13th March 2026