



# James Hamilton Primary, Sgoil-Araich and Sgoil na Coille Nuaidh Parent Council

## Minutes – 29<sup>th</sup> April 2024 Conference Room, William Mcilvanney Campus

Agenda Item	Action
<p><b>1. Welcome/Present and Apologies – Laura McChristie</b></p> <p>LMCC welcomed everyone to the meeting.</p> <p><b>Attendees:</b> Laura McChristie, Lorraine Dougan, Jen Baldie, Lynsey Kerr, Margaret Black, Lindsey Anderson, Debbie Mutter, Nicola Haswell, ,</p> <p><b>Apologies:</b> Cllr Graham Barton, Cllr Barry Douglas, Cllr Neal Ingram and Cllr Boyd</p>	
<p><b>2. Parent Council Business</b></p> <p>Class trips – PC members raised the issue of class trips. LD advised that the feedback was that individual class trips were preferred by pupils and where possible these could be tailored to fit in with topics. The whole school summer trips that have occurred in the past were not likely to happen.</p> <p>Car Park – issues about irresponsible parking especially Wed-Fri when the Academy comes out at the same time. LD advised herself and senior staff go out to keep an eye on parking but it is very difficult as some parents do not listen. She will continue to remind parents via the app about irresponsible parking.</p> <p>Sports day – LD confirmed the same format as last year with morning and afternoon for infants and senior pupils. There will also be a back up day in case of bad weather which will be communicated in due course</p> <p>LA provided the fundraising updates in appendix 2</p>	
<p><b>3. Head Teachers Update</b></p> <p>See Appendix 1</p>	

<p><b>4. AOCB – Small Societies Lottery registration - Fundraising</b></p> <p>LMCC advised that this is required where raffle tickets are not just sold at event. An application should be made to EAC and thereafter a yearly return requires to be submitted</p>	
<p><b>Date of Next Meeting:</b> 20th May 2024</p>	



## **Appendix 1 – Head Teacher update**

Monday 29<sup>th</sup> April 2024

### **Sgoil-àraich na Coille Nuaidh Update**

It has been a busy March and April. The children were learning about Ramadan and Eid before the spring break. The children enjoyed exploring the bright costumes and music associated with these festivals.

Some children have been part of our transition programme to Whitehirst Park. They have been enjoying this opportunity. Our SnCN transition has also started and will continue this term.

Since the spring break the children have been interested in exploring different foods and have been tasting 'fancy fruits'. Strider also came for a visit to help encourage our children and young people to be active, and they have all had mini-stride home for an adventure.

### **SNCN and JHP update**

Our Cash for Kids fundraising took a huge part of our focus in March as the whole school community worked together to try to reach or target total of £1500. We absolutely smashed this amount raising £12,015.19. The money was initially planned to be split 3 ways between the Haven, new sports equipment and additional afterschool clubs. The 'spend' in each area has now been extended and we have sought pupil view for the rest of the spend.

The wall panels are finally up. A huge thanks to Donna Leitch at EAC for pushing this to be completed during the spring break. We now need to complete a Risk Assessment for safe panel use and they will be ready to be used.

Congratulations to the P6 and P7's who attended the recent Scottish Handball competition. Although they didn't place in the top 3, they did exceptionally well and we plan to include this context within our PE curriculum next year.

Parents night went really well and we received lots of helpful feedback from parents. This will be shared with the wider parent community in more details but in brief:

### **What's going well? (Top 3 )**

- Lots of comments about being happy with the school
- Listening to parents and helping resolve issues

- Stay and play

### **What next? / What needs improved? (Top 2)**

- More afterschool clubs
- More parent and child workshops

### **Pupil Equity Fund Update**

We sought some views at parent's night and parents highlighted we spend the money as follows:

- Reading pens / Dyslexia resources
- Educational school trips
- Library Books / Book swap area

We will also be holding our PEF pizza and coke night to update parents and seek views, date TBC.

### **School Budget Update**

We are awaiting our new budget

### **School Fund Update**

Awaiting update

### **AOCB:**

None

**End of report**

## P.C Fundraising Team Update – 6 March 2024

### Meeting 6 March 2024 6.30pm @ Costa

**Core Fundraising Attendees:** Lindsey Anderson, Debbie Mutter, Nicola Haswell

**Apologies:** Lynsey Kerr, Patricia Banner

**Guests:** None

**\*\* Fundraisers meet first Tuesday? monthly 6.30pm at Costa (Odeon)– all welcome**

### MONTHLY FUNDRAISING MEETING:

#### EVENTS HELD:

Wednesday 21 February – Spring Disco – Funds raised £450 less £107.91 = Net £342.09

#### EVENTS SCHEDULED FOR 2024....

Thursday 7 March – World Book Day – Golden Tickets in library trolleys –18 x £5 National Book Tokens

Mid March – Cash for Kids Easter Raffle, Guess the number of eggs, Name the Bunny

March – Other Cash for Kids activities TBC i.e. coffee morning, class tuck shop, etc

April – Uniform Exchange – link to Parents Night, Sell Badges & Easy Fundraising promotion

Wednesday 22 May – Summer Disco (inc. Nursery movers) – agreed with Ms Dougan - **Hall booked**

End May - P1 Transition event – Badge for each P1 and then sell badges after event in foyer

Friday 7 June – Donut Day (propose 600 & 4 volunteers to mitigate P4-7 not getting)

June – playground pop-up for badge sales

Wednesday 18 September – Family Fun Night – agreed with Ms Dougan – **Atrium/Large/Small Conf all booked 9am-9pm. Leisure Halls booked via Faye. Catering support confirmed via Chris..**

Friday 27 September – McMillan Coffee Morning – **Atrium booked 9am**

October - Halloween Disco (**TBC – need Mr Swan availability**)

Friday 29 November – Xmas Fair – date agreed with Ms Dougan – **Atrium/Large/Small Conf booked 9am-9pm**

Mid November - 2024 Bag Pack – TBC

**EASY FUNDRAISING** - £54.38 received 13 Feb 24

### **PURCHASES MADE IN LAST MONTH**

- £93.50 - World Book Day – 18 x £5 National Book Tokens plus £3.50 postage
- £107.91 – Spring Disco Supplies
- £57.90 – Easter Raffle Prizes

### **PURCHASES MAJORITY AGREED AT FUNDRAISING MEETING (MARCH 2024):**

- Pop up PC banner for events – dependency on branding but c.£50 each
- Iron on badges for P1 transition (56 x £2.50 = £140)
- £978 Iron on badges – stock replenishment...still have 531 JHPS, 107 SNCN & 65 Nursery. To date we've sold 590 badges (£1475.50). Original cost was £1938, so still need to sell £462.50 to break even (185 badges). 703 badges still to sell (£1757.50) therefore profit once all sold will be £1295. Debbie to liaise with company but propose order 500 JHPS & 100 SnCN prior to April. Needs Fundraising approval c £978 (inc VAT)
- Cash for Kids - Sweets for c. 460 Tuck Bags – TBC (c. £60?). X donated free from Home Bargains
- Leadership Course £360
- Reading Eggs £341.68 (in addition to £500 funding won)

## **FUNDRAISING APPLICATIONS UPDATE:**

**Dobbies** – succeeded in winning the Helping Your Community Grow application! Well done Debbie for the application. Confirmed on 5<sup>th</sup> May and the Ayr store will support the school with gardening products/plants to make green spaces a little brighter. We have a specific budget available to us as the prize and need to arrange a visit with the Community Champion in the shop to go and purchase everything we need (at cost price so a good saving). The project was to rejuvenate the Community Garden by the Sports Centre. Ms Dougan has also engaged Kilmarnock Academy and Ms Gorry will be our lead contact. **OCTOBER UPDATE:** - Store has now made contact and a visit to be agreed. **NOV Update** – handed over to school and Miss Gorry is leading. She is looking to organize a date with the Gardening Gang to visit Dobbies and select equipment.

**JAN 24** – Dobbies visit scheduled for 23 Feb 2024.

**MARCH 24** – re-scheduled to 15 March 24.

**New Farm Participatory Budget WIN x2** - Two prizes of £1500 were awarded to the Parent Council to allow the school to carry 2 projects forward. One was further assistance with the Community Garden (by the Sports Centre) - the other was to work with a local artist to produce mosaic stepping stones for the Community Garden. Ms Dougan/Miss Gorry progressing – **must be fully spent by end March 2024.**

Mosaic Club starts 6/11/23 & slabs have been obtained for free. Annie Ferguson has been paid in full £1500 on 13/12/23. **JAN 24** - See Ms Dougan - £1410.07 still to be spent on Community Garden by 31 March.

**FEB 24** – Miss Gorry is liaising with Garden Gang and will advise.

**MARCH 24 – URGENT - liaise with Miss Gorry ...Mr Shaw spent c£200 on fruit trees**

**West FM Cash for Kids schools challenge in spring 2024** - we are aware this is a big undertaking but worthwhile applying. **Fundraising Team agreed with Mr Swan 5/9/23** best idea was to hold a specific meeting to discuss.

**JAN 24** - Debbie discuss with Ms Dougan feasibility of collaborative approach

**FEB 24** - Meeting scheduled with Ms Dougan, Debbie & Lindsey 16/2/24

**MARCH 24 – Confirmation received JHPS/SnCN have been selected and activities being agreed – further discuss 6/3 at Fundraising Meeting**

**Neighbourly** - is a free platform connecting businesses that have volunteer time, money or product surplus to donate with charities, community groups and schools. Where fundraising is a goal, the platform also sends notifications where there is a suitable grant available to apply for. Locally, firms such as B&Q, Aldi, Lidl, Asda & Argos are all signed up as donees. **Fundraising Team agreed 5/9/23 registration should be progressed** as it supports the wider environmental and social agenda, as well as helping both the school and PC funds stretch further for the benefit of all children - need to establish if there is preference for this to be operated wholly by the school themselves or PC to operate on their behalf. Meeting held with Ms Dougan to discuss 13/10/23 and left copy of T&Cs for her review. Decision required re. who's name account should be opened in.

**JAN 24** – agreed to be opened in PC name, Lindsey has set up as draft profile pending further information from school.

**FEB 24** - Meeting scheduled with Ms Dougan, Debbie & Lindsey 16/2/24.

**MARCH 24** – Neighbourly profile live and certificates validated successfully to receive surplus food. Awaiting local collection slot. Registered with B&Q for Re-Use Scheme and affiliated to Kilmarnock store. Pending response from Neighbourly on Food Collection but may consider Stewarton.

**Scottish Book Trust (Sensory Stories Fund)** – at October AGM Ms Dougan requested Fundraising pay £550 towards Reading Eggs licenses (50 initially – transferrable) to help raise literacy attainment across key stages (esp P1 & P7). **NOV update** – we won £500 funding. Funds remain in PC account pending school progressing discussion with EAC re. licenses.

**JAN 24** - Obtain update from Ms Dougan

**FEB 24** – Miss Baldie has confirmed EAC/IT have agreed purchase can proceed. Awaiting final cost and will seek Fundraising majority approval for small costs in excess of £500 funding already won.

**MARCH 24** – Miss Baldie confirms order for 84 licenses costing £841.68 (agree £341.68 from Fundraising monies in addition to Sensory Stories funding of £500)

**The Haven** – currently liaising with Miss Gorry for costings as there are several grants available for ASN/Wellbeing/inclusion related activity.

**FEB 24** - John Watson's Trust – applied for £2000 – NOT SUCCESSFUL

**MARCH 24** – Trefoil – applied for £2900 (next deadline 23/8/24)

**MARCH 24** – Safe Deposits Scotland – applied for £3000 (deadline 15/3/24)

**MARCH 24** - in discussion Miss Gorry re. Learning Through Landscapes £500 and EAC Funding

**New Farm Participatory Budget 2024** - plan ahead – propose The Haven (indoor) as a project plus another? **Meeting held with Ms Dougan, Debbie & Lindsey 16/2/24 and will further consider further project.**

**Technology Programme** – re-applied to Little Lives 22/1/24 for 25 Chrome Books to support computer science/STEM/Coding Club (per previous discussions Miss Paul) – 2<sup>nd</sup> attempt unsuccessful

**MARCH 24** – Miss Paul considering further application via Digital Xtra Fund for after school programme

**SCVO** = Parent Council are now a Member which enables access to premium funding information – no cost associated to this.

#### **OTHER NEXT STEPS:**

- Create list of all community contacts – in flight
- Create spreadsheet of funding opportunities – already in flight

## **P.C Fundraising Team Update – April 2024**

**Meeting – no April meeting due to Easter holiday – last meeting 6 March 2024 @ Costa**

**Core Fundraising Attendees:** Lindsey Anderson, Debbie Mutter, Nicola Haswell

**Apologies:** Lynsey Kerr, Patricia Banner

**Guests:** None

**\*\* Fundraisers meet first Tuesday monthly 6.30pm at Costa (Odeon) – all welcome**

**Next meeting Tuesday 7 May**

#### **EVENTS HELD:**

Various Cash for Kids events

Parents Night – promotion of Easyfundraising & Badge sales

#### **EVENTS SCHEDULED FOR 2024....**

Wednesday 22 May – Summer Disco (inc. Nursery movers) – agreed with Ms Dougan - **Hall booked**

End May - P1 Transition event – Badge for each P1 and then sell badges after event in foyer

Friday 7 June – Donut Day (propose 600 & 4 volunteers to mitigate P4-7 not getting)

June – playground pop-up for badge sales

Wednesday 18 September – Family Fun Night – agreed with Ms Dougan – **Atrium/Large/Small Conf all booked 9am-9pm. Leisure Halls booked via Faye. Catering support confirmed via Chris..**

Friday 27 September – McMillan Coffee Morning – **Atrium booked 9am**

October - Halloween Disco (**TBC – need Mr Swan availability**)

Saturday 16 November - 2024 Bag Pack @ ASDA – 10.00 -3.30

Friday 29 November – Xmas Fair – date agreed with Ms Dougan – **Atrium/Large/Small Conf booked 9am-9pm**

**EASY FUNDRAISING** – next payment due 14 May

**PURCHASES MADE IN LAST MONTH**

- £341.68 – Additional funding for Reading Eggs licences (total cost £841.68)
- £870.00 – 600 JHPS/SnCN badges

**PURCHASES MAJORITY AGREED AT FUNDRAISING MEETING (APRIL 2024):**

- N/A

**FUNDRAISING APPLICATIONS UPDATE:**

**Dobbies** – Helping Your Community Grow purchases have been delivered to school – **COMPLETE**

**New Farm Participatory Budget WIN x2** - Two prizes of £1500 were awarded to the Parent Council to allow the school to carry 2 projects forward. One was further assistance with the Community Garden (by the Sports Centre) - the other was to work with a local artist to produce mosaic stepping stones for the Community Garden. **COMPLETE** – garden planters and gazebo delivered April 2024.

**West FM Cash for Kids schools challenge in spring 2024** – JHPS/SnCN **WON** £5K prize money, therefore c£12K total - **COMPLETE**

**Neighbourly** - is a free platform connecting businesses that have volunteer time, money or product surplus to donate with charities, community groups and schools. Where fundraising is a goal, the platform also sends notifications where there is a suitable grant available to apply for. Locally, firms such as B&Q, Aldi, Lidl, Asda & Argos are all signed up as donees. **Fundraising Team agreed 5/9/23 registration should be progressed** as it supports the wider environmental and social agenda, as well as helping both the school and PC funds stretch further for the benefit of all children - need to establish if there is preference for this to be operated wholly by the school themselves or PC to operate on their behalf. Meeting held with Ms Dougan to discuss 13/10/23 and left copy of T&Cs for her review. Decision required re. who's name account should be opened in.

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**MARCH 24** – Neighbourly profile live and certificates validated successfully to receive surplus food. Awaiting local collection slot. Registered with B&Q for Re-Use Scheme and affiliated to Kilmarnock store.

**APRIL 24** - Upon advice from Neighbourly, registered for Food Collection on a back-up basis for Aldi, M&S and Lidl Kilmarnock to ensure we are offered a priority space in Kilmarnock whenever one arises. - **COMPLETE**

**Scottish Book Trust (Sensory Stories Fund) – COMPLETE**

Miss Baldie confirmed order for 84 licenses costing £841.68 (as a one off, agreed £341.68 from Fundraising monies in addition to Sensory Stories funding of £500)

**The Haven** – currently liaising with Miss Gorry for costings as there are several grants available for ASN/Wellbeing/inclusion related activity.

**MARCH 24** – Trefoil – applied for £2900 (next deadline 23/8/24)

**MARCH 24** – Safe Deposits Scotland – applied for £3000 (deadline 15/3/24 - not successful but will apply again before 31 May)

**MARCH 24** - in discussion Miss Gorry re. Learning Through Landscapes £500 – postponed until Sept April 24 – EAC Renewable Energy Funding – in progress for Sensory Garden/Outdoor Classroom (Miss Gorry & Miss Walker)



**New Farm Participatory Budget 2024** – two projects - The Haven (indoor) as a project plus a spray paint artist for storage unit (designed by children). **Awaiting release of 2024 funding details.**

**Technology Programme** – re-applied (3<sup>rd</sup> attempt) to Little Lives 5/4/24 for 25 Chrome Books to support computer science/STEM/Coding Club (per previous discussions Miss Paul)

**Spar Sports Day Grant for Schools** – applied for max £200 – pending outcome

**OTHER NEXT STEPS:**

- In discussions with AMEY and QTS to understand what they can offer on either a volunteering basis or delivery of educational sessions for primary children.