

Crookfur Primary School Parent Council

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AGM Minutes

DATE: Tuesday 8th September 2020 at 1900 hrs

LOCATION: Zoom Call

CHAIR: Mrs Denny Henderson

PURPOSE OF PARENT COUNCIL: The School Boards (Scotland Act) Act 1988 and subsequently the Scottish Schools (Parental Involvement) Act 2006 established partnership bodies of parents, school staff and co-opted members involved in the running of the school. They have a number of specific statutory rights and obligations. The main function is to promote contact and the exchange of information between the school, parents and the wider community. They should help to improve parents' understanding of what the school is trying to achieve, and they should carry out all their functions with a view to raising the standard of education at the school.

Present		Present		Apologies
Class	Name	Class	Name	Name
Family Centre	Catherine McLatchie	P6	Denny Henderson	Conor Murphy (P3)
Family Centre	Krys Kujawa	P6	Gillian Plews	Lisa Selman (P4)
P1	Sarah Staff (Penny)	P6	Fraser Strachan	Claire Jamieson
P1	Amna Munir	P7	Karen McGrady-Parker	(DHT)
P2	Melanie McPhail-Smith	P7	Wendy Durie	Maaham Ahmad
P2	Ailsa Munro	Co-opted	Alistair Gibb	(P1)
P3	Dawn Jamieson	HT	Sheena McGuigan	Lynsey Williams
P3	Jenny Andrew	DHT	Kimberley Slorach	(P2)
P4	Michelle Wilson	Parent	Natalie Lush	
P4	Beverly Stoner	Parent	Shahid Ali	
P5	David O'Gorman	Parent	Muhammad Shakir	
P5	Allyson Gilchrist	Parent	Nasira Kirn	
P5	Kari Gillies			

1. Welcome and opening remarks

Lovely to see some parents joining us for the AGM tonight, welcome.

2. Present and Apologies

Mrs Jamieson, Lisa Selman, Conor Murphy and Maaham Ahmad send their apologies.

3. Parent Council Chair's Report

Denny prepared [a Sway document](#) which was shared by Mrs McGuigan in her Weekly Update of 4 September and is summarised below:

Parent Council achievements in 2019/20

- Parent Council worked closely with the school to highlight parent questions and concerns and fed back answers to those questions to parents.
- Communication during lockdown (communicating between parents and school/local authority)
- Safe routes to school, zebra crossing lighting, Eastwood High School car park markings.
- Parent-led clubs
- Coffee and chats sessions (with class teachers),
- Parent friendly versions of school policies.

The Parent Council has two subcommittees, the Fundraising Group and the Diversity Group.

Fundraising Committee – review of 2019/20

Huge thanks were extended to Gillian Leitch for her 3 years as Chair of the Fundraising Group. She has worked very hard to run some amazing events and raise a lot of money for the school and nursery during her time as Chair and it is deeply appreciated by us all.

Events up to December included discos, Festive shopping evening, Present Room/Christmas Crafts.

Money raised was used by the school to purchase outdoor storage, trip subsidies, skills academy resources etc.

Diversity Group – review of 2019/20

Last year was the first year of the Diversity Group, which comprises parents/carers and staff members. Items discussed included culturally responsive learning and teaching, additional support needs and inclusion, gender/gender bias and LGBTQ+. The group worked with the school to identify a more diverse selection of resources which were purchased and were also planning a Global Festival that has unfortunately been postponed due to the current pandemic.

Parent Council objectives 2020/21

- raise parent/carer questions and concerns with the school
- work with the school to meet the 2020/21 School Improvement and Recovery Plan
- provide parent/carer views on the COVID-19 recovery plans to the school
- work with the school to ensure the school policies and procedures are available and understandable for parents/carers
- work in partnership with the school to celebrate differences and different cultures
- continue to consider the 'cost of the school day' for families, particularly in light of the current financial crisis
- discuss important matters relating to the opening of the Family Centre

4. Results of the Parent Survey - August 2020

A survey was created and sent to parents last month to gather views on the Parent Council, i.e. how easy it is to reach out to, how the parents feel about the work it does, best ways to communicate with the Parent Council and what the parents would like it to focus on this academic year.

The full results of the survey can be found [here](#) and have been used to decide the objectives of the Parent Council for the year ahead.

Key findings from the survey were:

- Most parents knew how to contact the Parent Council
- 88% were satisfied with the work of the PC (or were new to the school so couldn't comment).
- Parents feel online surveys or talking to the PC members are the preferred ways to seek views from the parents
- Communication of the Parent Council was seen a strength.

Suggestions for improvements were made such as:

- Less reliance on using social media to communicate with parents
- Seek parent opinions more regularly
- More work on safe routes to school for example exploring cycle lanes.

These suggestions will be discussed in more detail at a future Parent Council meeting.

5. Treasurer's Report 2019/2020 by Gillian Plews

The financial statement for the year ended 31 July 2020 is in the Appendix to these minutes.

- Opening bank and petty cash balance was £11,872 on 1 August 2019, with Activity Trail (£9,785) still to be paid for.
- Closing bank and petty cash balance is £5,789.
- There is just over £5,000 available to spend once cheques have been cashed and nursery/P7 ties paid for.

Discos took place in the first half of the year with a profit of £1200 being made from these. No one volunteered to take lead running the Christmas Fair, so instead Fundraising chose to do the Festive shopping event, making £900 profit. Alongside this, the staff in the school helped organise and run the Present room and the selling of Christmas crafts. £1,500 profit was raised from the Shopping event, Present room and Crafts. This couldn't have been done without the help from the School staff.

A lot of donations were received from Supermarkets, the Local Cause donation from the Co-op to fund the Activity Trail, as well smaller donations from Asda and Waitrose from the green tokens in the local stores.

Money was spent buying outdoor storage, sensory stickers for the corridors, 3d printers, the balance was paid for the Activity trail, School ties and leavers presents.

For the first time due to COVID there is no guaranteed money lined up for this year and at this stage the running of any events is currently unknown.

6. Appointment of Independent Examiner

Vicky Zoers was the Independent Examiner for 2019/20 and has reviewed all of the Parent Council's accounts to confirm they are accurate. She was unanimously reappointed for this role for 2020/21.

7. New Parent Council Representatives

New parent council reps are:

- P1 – Mahaam Ahmad, Sarah Penny, Amna Munir

No comments had been received from the Parent Forum to object to the proposed changes to the constitution to rename the Parent Council as 'Crookfur Primary School Parent Council'. The Family Centre, once open, will have its own parent body. It is not legally required to have a Parent Council, unlike the Primary School.

To ensure that there is some continuity and connection between the Parent Council and the Family Centre, two former Nursery reps, Krys Kujawa and Catherine McLatchie, have agreed to stay on the Parent Council as Family Centre liaisons. This will ensure that any important Family Centre matters are brought to Parent Council, particularly until the Family Centre is able to open.

In addition, Alistair Gibb (P7 rep in 2019/20) will remain on the Parent Council as a co-opted member. Each of the Parent Council Reps introduced themselves and the year groups they represent.

8. Election of Office Bearers 2020/2021

Nominations were proposed and seconded for the Parent Council office bearers as follows:

- Secretary – Ailsa Munro
- Treasurer – Gillian Plews
- Vice Chair – Kari Gillies
- Chair – Denny Henderson

9. Questions from the parents in attendance

- *What is the best way to contact the Parent Council to ask questions, give views etc?*
Parents/carers can either contact one of the members of the parent council if they know them, or email the CrookfurParentCouncil@gmail.com to get in touch.
- *What is the role of the Parent Council?*
We are here to address general issues which would affect more than one child and raise them with the school. Any child-specific question should be taken directly to the school. Historically the PC didn't always have people attached to each year group, but this has evolved so that it is easier to contact the PC or raise year group issues.

END OF AGM

Parent Council Meeting – 8 September 2020
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10. Minutes from February and June meetings

Jenny Andrews highlighted that at the end of the February meeting, the First Aid policy for school was discussed and she had volunteered to look over the policy on behalf of the Parent Council. This action has been completed.

No other actions outstanding and Minutes approved.

11. Recent meetings and events

11.1 *Parent Council Chairs Meeting 2 September 2020 including National Parent Forum of Scotland (NPFs) update*

The East Renfrewshire Council Education Department arranged a meeting for all the Parent Council Chairs. This was the follow up to an online meeting in June which was busy and heavily focused on Lockdown/home learning.

There was discussion about standard ERC response to COVID 19. They explained that Health Protection Scotland takes the lead on this and has set out national procedures which ERC is following.

The Education Department was looking for feedback on how they have performed recently.
Positive feedback:

- The meeting they ran in June was a good idea and appreciated
- There was a long document of frequently asked questions created from this meeting and issued to all parents in ERC
- Some thought digital ways of learning went well
- Key worker childcare provision was well done.

Negative feedback:

- The lack of clarity of messages from the Education Department to parents
- Parent Council Chairs weren't always given enough time to gather feedback from their parent forum and feed that back to the department in time for a deadline.

- Earlier engagement required in decision making process if genuinely want parent feedback
- Confusion about different technologies and platforms being used.

Suggestions going forward

- Recorded video teaching (video bank of lessons, could be of real benefit for any blended learning in the future)

There was an update from Joe McLaughlin the National Parent Forum of Scotland representative for East Ren. He is stepping down from this role. The NPFS is hosting a question and answer session with John Swinney on 10 September, any one is welcome to sign up on NPFS website to join in.

There will be another 3 meetings via teams for Parent Council Chairs during 2020/21

11.2 *Connect Training Sessions – Welcoming New Families, What's Our Role Now?*

Connect is a body who run free training for Parent Council members. East Renfrewshire Council pays for all the ERC parent councils to be members of this. Denny has recently attended training sessions on "Welcoming New Parents" and "Role of the Parent Council" These will be discussed in future parent council meetings.

Parent Council members are invited to have a look at Connect to see if any of the courses appeal to them.

12. Financial Report

The previous financial statement takes us up to July 2020. The only money in since then is from Easy Fundraising for £37.30.

The Fundraising Group is meeting on Thursday 17th September to appoint a new chair and to talk about what might be done during 2020/21 e.g. what events can be held or best ways to raise money at this stage due to pandemic.

Gillian Plews would like to review the budget for annual spending with the school as it will be different this year due to normal annual expenditure not being required (school trip subsidies for example). Therefore, this normal spending can be reallocated elsewhere.

ACTION: Treasurer to meet with school management to agree budget for Fundraising

13. Head Teacher's Report from Mrs McGuigan

- The school roll is 489 (17 classes).
- No confirmed numbers for Family Centre yet, it has a capacity of 120 and is expected to be at capacity.

Events and news

- Appointment of the new East Renfrewshire Council Director of Education – Dr Mark Ratter. Mhairi Shaw is retiring from this role in October.

Communication

- Mrs McGuigan asked our thoughts on the weekly newsletter – how do parents feel about this, is it still appreciated or is termly better? Parent Council and parents in attendance felt that the weekly newsletter is appreciated, especially due to the current pandemic.
- Twitter is being used for communication and the Family Centre now has a Twitter page <https://twitter.com/nurserycrookfur>

- [New Class Blogs](#) have all been launched on the school website. These are now set up per class as opposed to per year group. This will be a good point for communication from classes to parents and carers.
- Parents are discouraged from coming up to the school at the moment. Telephone or email would be preferred. If a parent needs to drop something off, **please call the office first** to make them aware that you need to come up. If you need to speak to a teacher or member of management, please email or phone the school and the relevant person will call back.

Curriculum – Recovery

- New guidance is being produced all the time and this is being used to inform school practice. So far staff and children are all adapting really well to the changes.
- Google classrooms were all set up for each class and year group. These will be used to support learning in class and for homework.
- Main curricular areas being focused on are Numeracy, Literacy and Health and Wellbeing.
- Large part of what teachers are doing at the moment is assessing where all the children are in their learning. There is no guarantee as to where any of the children are in their learning due to the upheaval recently. There is an acknowledgment there will have been some loss of learning and need to ensure planned learning meets the current needs of the children. There is Scottish Government Funding in place to support recovery, which Crookfur will use for an additional full-time member of teaching staff until June. Some of the school budget has also been spent on a part time Principal Teacher (Mrs Melville) to help look at learning loss. Also receiving additional 25hrs of Pupil Support Assistant time and awaiting allocation of this person.

Family Centre

Last week there was a meeting with the Project Lead and Architect. Projected completion date hopefully by Christmas or before. However, this is subject to COVID delays due to further lockdowns, delay in supply of materials etc. Only 50% of workforce are allowed on site at any time so this is having an effect on timescales. The construction team is working flat out including Saturdays and Sundays. Of all the new build early learning centres in ERC area, Crookfur is the furthest forward.

This week there will be some more photos taken (this is happening every couple of weeks). These will be shared with parents and carers so the kids can see the progress. Mrs McGuigan has asked if it's possible for any PC reps to be able to visit the site in the future.

Currently the team are building and installing some furniture, working on the outdoor space, car parking and tarmac have been installed recently. Today the birch ceiling was being fitted and flooring is being installed at the moment, the kitchen goes in next week.

Once the handover from the construction team happens, the Education Department will install IT infrastructure and the staff will spend time setting up the environment, including furniture, play things, resources etc. They are hopeful for a December opening, although this is still not guaranteed.

Staffing requirements include Depute Head of Centre, Child Development Officers and Administrative staff. Inspiration books are being made with the children so they can influence the Family Centre. Miss Adair is also working with the children to design a Family Centre badge.

Communication has been raised as a parent concern, as communication from the temporary establishments is different to the levels of communication that parents had with Crookfur Nursery. Communication is currently via Sway/Twitter. Due to the fact that the children are enrolled in the 3 other nurseries, Crookfur no longer has contact details for any of the FC children on its systems, so they can't contact directly anymore. This is an East Renfrewshire Council matter – children can only be enrolled in one establishment at a time, and only that establishment has access to their details. They are working with the other establishments to pass on information on their behalf. Parents are encouraged to communicate with the employees in these establishments as they can help best at the moment. Mrs McGuigan, Mrs Jamieson and Miss Adair are all working closely with the 3 other nurseries. A joint action plan for transition is being developed.

Staffing

- Mrs Nisbet (Principal Teacher) currently works part time at Crookfur and part time teaching at the University of the West of Scotland. She has been offered a full-time position at UWS which she has accepted and will leave in October. Ms Biggart, who currently job shares with Mrs Nisbet, will take on this role on a full-time basis.
- Welcome back to Miss David and Mrs Denholm who have returned from maternity leave.
- Miss Regan is now permanent and teaching the P3/4 composite class.
- Mrs Hutcheson is a new part-time member of staff and teaches P5A along with Mrs O'Meara.
- Miss Goodwin (P2A) and Mrs Scouler (P3A) are the newly qualified teachers this year, completing their probationary year.
- One temporary PSA will start soon and Mrs Liddell, Miss Kennedy and Mrs Reid are the other PSAs. Mrs Faulkner retired in June 2020 and Miss Iddles is off long term.

Budget

There is not a lot of spare budget and some additional pressures as a result of COVID requirements. Some savings still need to be made and the current pandemic is likely to further reduce Council allocations. Crookfur is lucky to have been refurbished recently, so less ongoing maintenance costs. Encouragement for no non-essential spending. At this time, there won't be any large purchases. Mrs McGuigan has requested help from the Fundraising Committee to improve music equipment in the school. Mrs Hutcheson, who is passionate about music, has suggested that to improve the access to music in the school, class sets of ukuleles and glockenspiels would be good purchases. Playing musical instruments has been shown to have a positive effect on health and wellbeing. Mrs McGuigan is hopeful that the Fundraising Committee might be able to help with this cost.

14. Standards & Quality Report 2019/20 and School Improvement & Recovery Plan 2020/21

These documents will be put on school website and a parent summary will also be prepared.

The Standards & Quality Report is a review of the performance of 2019/20, against the objectives that were set out in the prior year Improvement Plan. The school reviews their own performance which is then discussed and agreed with members of the Education Department in the following areas:

- How good is our leadership and approach to improvement?
- How good is the quality of care and education we offer?
- How good are we at ensuring the best positive outcomes for all learners?

Strong evidence gathered towards Very Good rating across these three areas. Real strength in the teaching and learning, the ways it has developed. Mrs McGuigan is very proud of everyone and the work that has been done.

When a school is inspected by Education Scotland, there are specifically assessed against 4 quality indicators:

- 1.3 Leadership of Change
- 2.3 Learning, teaching and assessment
- 3.1 Ensuring wellbeing, equity and inclusion
- 3.2 Securing children's progress / raising attainment and achievement

The Nursery was self-assessed as 'Very Good' in all four categories. The School self-assessed as 3 Very Goods and 1 Good. Raising attainment marked as Good as a result of not having the full range of evaluation and testing data for attainment due to lockdown. The Scottish National Standardised Assessments (SNSA) are used to compare our attainment nationally, but we didn't have the data to provide real evidence towards this as the tests did not take place due to lockdown. Confident that with missing data the school would have had sufficient evidence for a Very Good rating.

Plan to focus on tracking and targeting achievement. If establish a more rigorous and robust way to track this, then makes targeting easier. Linking with Our Lady of the Mission Primary School to find out how they are tracking this as they were recently rated Excellent in this category when they were inspected. Mrs McGuigan is confident in the next year we will evaluate as Very Good across all areas.

The School Recovery and Improvement Plan 2020/21 sets priorities and objectives for the year ahead, in line with the National Improvement Framework and the East Renfrewshire Local Improvement Plan.

- Ensuring breadth and balance across the curriculum, appropriate to learners' needs
- Raising attainment
- Providing a safe, quality learning environment which stimulates and motivates pupils
- Supporting pupils through nurturing approaches and active health
- Effective deployment of staff and resources
- Working in close partnership with children, parents and carers, colleagues and with our local community
- Ensuring the development of excellence by fostering high quality leadership at all levels

Priorities for this year;

- To effectively lead change and improvement to supporting school recovery following COVID-19 closure, i.e. risk assessment, timetabling, communication
- To provide excellent learning experiences for all children, i.e. focus on core subjects, achievement tracking, matching experiences to children's needs
- To promote positive health and wellbeing across the school, i.e. assembly based around these themes, use Healthier Minds (ERC support package), Growth Mindset, Resilience and Bounceback methodologies.
- To develop creativity across learning, i.e. pedagogy, digital skills (teachers and pupils). Mrs Jamieson will lead in developing outdoor learning.

Non class contact time (NCCT, the time teachers are contractually required not to spend with their class) is being organised differently this year. Every two weeks, the class will have an allocated teacher for the full day. Unable to facilitate single blocks throughout the week due to COVID restrictions. Instead of pursuing Skills Academy as in previous years there will be project-based days. These should become days that the children look forward to every fortnight and it is a great model that could continue.

Video vaults – research shows that there is no detriment to lessons being recorded as opposed to live. Some staff have already put some videos forward. These could be used to help support home learning if needed in the future and can be a good resource for homework and to support parents to help their children at home.

Trips - restriction on trips at the moment due to the pandemic. Local trips will start first, then slowly expanded out with comprehensive risk assessment. Residential trips aren't expected to be allowed this year. Usually they are discussed in September but it isn't felt that this can be pursued at this moment. Wouldn't want to take deposits given unlikely residential can go ahead and uncertainty of the future of the facilities used.

15. Correspondence with parents and carers

- *Can blogs be made private so that the pupils on them aren't on the website/internet?* The class blogs are great for starting up conversations and finding out about your child's school day. However, the blogs are on the school website, so could be viewed by anyone. If a parent doesn't give consent for the school to put photographs of the child on the school website, they won't appear in the blog. Mrs McGuigan explained that isn't really possible because they run through Glow, so it's not possible to have them separate or private. The only way to avoid this is to not have your child featured in the blog.
- *It's inconvenient that only one email address is assigned per child on the school system.* Mrs McGuigan agreed, and said she would discuss with ERC.

ACTION: SMcG to check feasibility of more than one email address per child for school emails

- *More info would be appreciated on how Google classroom works and how the teachers plan on using it.* A document showing screen shots on how to use it was suggested, which Fraser

Strachan is happy to help with. Mrs McGuigan said there is one on the COVID section on website but it could be developed further to address issues or confusion that has arisen.

- Problems uploading documents or editing documents on Google classrooms.
- Videos or info from teachers, showing us how to do things would be helpful.
- Frequently asked questions could be created to help with common problems like opening Glow etc

ACTION: School to review/discuss Parent Guidance on Google Classrooms with parents

- Parents are asking what the best technology is for accessing Google Classroom

ACTION: Mrs McGuigan will consult Jonathan Hull (Digital Learning Teacher Leader, who ran digital workshops)

- *Query about masks being worn in the school grounds and suggestion that this should perhaps be encouraged more.* Mrs McGuigan has put FACT advice is in correspondence recently and suggested masks should be worn when you can't be socially distanced. Staff are leading by example and are now wearing masks for the beginning and end of school. Mrs McGuigan does agree it is recommended.

ACTION: Mrs McGuigan to recommend wearing of facemasks for P1/P2 parents entering school grounds at drop off and pick up.

- *Is there any further info being sent out regarding the positive test in the school?*
 - Mrs McGuigan felt very well supported by Health Protection Scotland, ERC Education Department and Environmental Health. The guidance and procedures are national and led the way for the response.
 - Letter to parents that was issued was sent to the school to forward to parents with no amendments by the school. It is a standard letter.
 - Electrostatic cleaning guns are used for deep cleaning every 2 weeks in every room of the school. It kills all germs and wraps around obstacles to ensure comprehensive cleaning as well as providing a layer of protection. Any room where there is a specific issue, such as suspected case or someone showing symptoms in the interim, janitors will use the gun again.
 - The contract tracing in schools is done by the local Health Protection unit in consultation with the school, rather than by central NHS Test & Protect. They would together to establish contacts affected
 - A parent asked whether there was scope for the school to send out another letter reassuring that everything was ok and we shouldn't worry and that the school has been sanitised etc.

ACTION - Mrs McGuigan to include in her weekly update.

- Concern around waiting to hear if you are affected by a positive case or not and this could have been updated as this may have been very stressful for some families. Mrs McGuigan agrees this is a great point but reassures that the health agency moved really quickly in prioritising schools to make sure they are turned around very quickly. Letters to those affected advising them to isolate were sent out before the general letter to parents.
- *A parent asked if hand driers could not be installed in the Family Centre due to her child being very frightened of them (they are currently having this issue at Maidenhill).* Hand driers will be used in the Family Centre because the plans were created quite some time ago and it is standard design for them to be in new build nurseries. They are quite low key compared to some hand driers and therefore quieter. Mrs McGuigan assures if it is something particularly upsetting for a specific child then that will be worked with to make sure that child is cared for and the child would be supported in any specific needs or issues.
- *Eastwood High School grounds* – parents who were waiting at 3.15pm for Crookfur kids were asked to leave the grounds and wait on the pavement instead. They would like to know if this is allowed or not, as for them if felt safer and more socially distanced. Mrs Slorach said she is

looking into where parents can be (consulting with Eastwood). If it's not allowed for parents to be waiting in school grounds, then this will be found out and passed back to parents.

ACTION – Mrs Slorach will continue to discuss with Eastwood and feedback.

- In relation to the drop off/collection times, Mrs McGuigan confirmed that ERC Health and Safety set the rules regarding where parents are allowed to be. They have visited and evaluated these times recently to check the plan is working and safe, which they felt it was. The one way system needs to be in place because when P2, 5 and 7 are leaving, the P1 parents are entering the grounds on the other path.

16. Looking ahead to 2020/21

Due to time constraints this point was moved to the next meeting.

ACTION: Denny to include on next agenda

17. Any other business

Could reps please advertise the fundraising committee and ask for new members, the next meeting is next Thursday (17th September) via Zoom. Please make parents aware that they do not need to be attending every meeting, the way fundraising works, is that you can volunteer to help on individual events and don't have to be involved in everything.

Denny Henderson

Chair – Crookfur Primary School Parent Council

APPENDIX– Financial Statement for the year ended 31 July 2020

Crookfur Primary School and Nursery Class Parent Council
Receipts and Payments Account
For the year from 1 August 2019 to 31 July 2020

RECEIPTS

Events		£	£	£
Discos	Receipts	1,540.43		
	Payments	<u>(305.23)</u>		
	Net surplus on Discos		1,235.20	
Festive Shopping Evening	Receipts	1,095.99		
	Payments	<u>(187.80)</u>		
	Net surplus on Festive Shopping Evening		908.19	
Present Room	Receipts	716.17		
	Payments	<u>(148.69)</u>		
	Net surplus on Present Room		567.48	
Christmas Crafts	Receipts	606.60		
	Payments	<u>(493.82)</u>		
	Net surplus on Christmas Crafts		112.78	
TOTAL NET RECEIPTS FROM EVENTS			<u>2,823.65</u>	
<i>Other receipts</i>				
Easy Fundraising Donation			118.74	
Coop Donation			5,278.68	
Asda Donation			200.00	
Waitrose Donation			<u>300.00</u>	
TOTAL OTHER RECEIPTS			<u>5,897.42</u>	
TOTAL RECEIPTS FOR THE YEAR ENDED 31 JULY 2020			<u>8,721.07</u>	

PAYMENTS

<i>Items purchased for the school</i>				
Activity Trail	(9,795.08)			
Prefect Bibs	(84.71)			
Activity Trail Sign	(30.76)			
Lego for Lego Club	(25.00)			
Skills Academy	(392.90)			
Sensory Corridor	(624.00)			
3D Printers	(558.00)			
Digital Leaders	(30.00)			
Party Snacks and Prizes	(236.00)			
Christmas Presents	(200.00)			
Trip Subsidies	(264.00)			
Outdoor Storage	(2,274.00)			
P7 Activity Week Snacks	<u>(73.33)</u>			
TOTAL PURCHASES FOR THE SCHOOL		(14,587.78)		
<i>Other expenditure</i>				
Fundraising committee expenses	(21.26)			
Ladies Night expenses (to be refunded in 2020/21)	(170.00)			
Cheque from 2018/19 cashed during 2019/20	<u>(25.00)</u>			
TOTAL OTHER EXPENDITURE		<u>(216.26)</u>		
TOTAL PAYMENTS FOR THE YEAR ENDED 31 JULY 2020			<u>(14,804.04)</u>	
NET DEFICIT FOR THE YEAR ENDED 31 JULY 2020			<u>(6,082.97)</u>	

Cash reconciliation

Opening cash balance	Bank balance at 1 August 2019	11,847.15	
	Petty cash balance at 1 August 2019	<u>25.02</u>	
	Total cash at 1 August 2019		11,872.17
Closing cash balance	Bank balance at 31 July 2020	5,612.10	
	Petty cash balance at 31 July 2020	<u>177.10</u>	
	Total cash at 31 July 2020		5,789.20

NET DECREASE IN CASH FOR THE YEAR ENDED 31 JULY 2020 (6,082.97)

Approved on behalf of the Crookfur Primary School and Nursery Class Parent Council

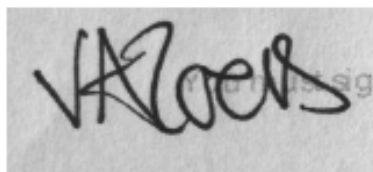


Denny Henderson (Chair)
7th September 2020

Independent Examiner's Report to the Parent Forum of Crookfur Primary School and Nursery Class

I have reviewed the above Receipts and Payments Account for the year ended 31 July 2020.

I confirm that the Receipts and Payments Account for the year ended 31 July 2020 is in accordance with the books and records of the Parent Council and that proper books and records have been maintained during the year.



Vicky Zoers
7th September 2020

Total cash at 31 July 2020		5,789.20
Refund expected	Ladies Night expenses	170.00
Less cheques not yet cashed	Event expense cheque not cashed	(37.96)
	P7 autograph books cheque not cashed	(242.60)
Less committed expenses	Nursery and P7 ties	<u>(614.00)</u>
Cash available to spend at 31 July 2020		5,064.64