

Minutes
Crail Parent Council
6:30pm, Tuesday 18th November 2025

Attendees: Nicola Wallace, Sarah Forsyth, Michael Downes, Joanna Pulver, Stacey Stewart, Joanne Hutchison, Kirsty Morrison, and Hannah McCarthy.

Apologies: Lynne Allen

1. Election of New Office Bearers

Chair: Michael Downes (nominated by JP, seconded by HM)

Vice-Chair: Joanna Pulver (nominated by MD, seconded by SS)

Secretary: Hannah McCarthy (nominated by MD, seconded by JP)

Treasurer: Joanne Hutchison (continuing)

All nominations were seconded and approved with no objections.

2. Headteacher's Report

All teaching staff have now been issued iPads. They will receive 4 training sessions on best practices, with additional support available if needed. P6/7 pupils will receive their own devices shortly after the Christmas holidays. P1-5 pupils will have shared access on a 1:8 ratio. NW will organise an open session for parents to learn how the school intends to use the devices and to share Fife Council's digital vision. A date will be circulated before the Christmas holidays.

There is currently a staffing shortage in the Nursery. Miss Haig has moved to another school, and other staff members are off due to illness. A job advert attracted 3 applicants; interviews will take place next week. Supply staff are covering the current absences.

Crail Christmas Tree decorating to take place on Friday 28th November. Decorations will be made at school and nursery. Families may also create additional decorations at home to accompany these if they wish. SS to confirm with Fiona Budd about pancakes/hot chocolate at the Golf Hotel.

3. Fundraising

SS requested access to the Parents Council bank account to track incoming payments for events. All members agreed, and JH will arrange this. JH and SS will explore options for a new bank account, as online banking is currently not available.

Discussion about costs of Community Hall for school events. School would like to use the hall for P.E., as well as events such as the School Christmas Concert. SS to attend Crail Partnership meeting to discuss a possible agreement.

The school has been asked to perform Christmas songs at the upcoming Crail Community Christmas Fayre. JP identified this could be a good opportunity to fundraise and that the school should have donation buckets at the event. SF will look into this.

SS requested all classes contribute items for the Christmas raffle prize hampers. NW agreed. SS to send agreed colours to NW (red, silver/white, green and gold).

SS to give raffle tickets to NW to distribute to all children. Raffle license needs renewing, SS to action.

Christmas Movie Night is scheduled for Tuesday 9th December and will take place in the P6/7 classroom. Entry will cost £3.50 per child, including popcorn and a drink. The film is The Polar Express. Nursery children are invited; parents may stay to supervise if they prefer.

Wreath making event has now sold out. Details on funds raised will be shared in the next meeting.

SS to confirm if library funds must be used by a specific date. NW would like to explore using some of the funds to purchase smart TVs.

The Halloween disco raised £181. All agreed it was a great event and thanks were given to the fundraising team.

Parent Council to host a family Christmas event at the bowling club. SS will circulate further details.

JP to look into University St Andrews Community Fund (the previous Chair applied on behalf of the school, need to confirm when the school can next apply).

Discussion held regarding the Helen Main Charitable Trust and its purpose. The school would ideally like 7 smart TVs. HM asked about playground re-surfacing; NW advised the cost is approximately £50,000.

4. Parents Questionnaire

MD would like to send out a questionnaire to all parents at the school to gather views on what they would like to see from the Parent Council. Content of the questionnaire will be finalised at the next meeting.

5. A.O.B.

Agreement made that future meetings will begin at 5:30pm and last one hour.

Urgent communication to be sent directly to NW, as Miss Bett will be off for the foreseeable future.

6. Next Meeting Date

Tuesday 13th January at 5:30pm.

Key:

MD = Michael Downes, JP = Joanna Pulver, SS = Stacey Stewart, JH = Joanne Hutchison, NW = Nicola Wallace, HM = Hannah McCarthy