Largoward Parent Council Meeting

# Parent Council Meeting

**Date**: Tuesday 25 October 2022

**Time**: 18:30

**Location**: School

# In Attendance

Chris Law (Chairman), Adam Lawson, Donna Bain (Headteacher), Stuart Stenhouse (Secretary),

Apologies – Leanne Law, Rebecca Murdoch (Treasurer), Jen Smith-Spiers

**Chairman’s Report**

Chris updated on the request to find support for British sign Language help. There was a contact at Beavers who supports children with communication, but this was not BSL. A couple of charities/institutions were also recommended but Mrs Bain confirmed (Fife Sign & Language and Sign-along) these either did not have resources or were online. She is going to reach out further to some of the council/NHS/local charities but a further appeal for support here!

Further discussions on actions from previous meeting – these are covered in the sections below on Christmas/Halloween

**Secretary’s Report**

Notes from last meeting have been shared.

£20 small lotteries fee has been paid and received for gambling license

**Treasurer’s Report**

Adam confirmed that the signature has now been transferred to Rebecca

A question was also asked regarding paying for items – believe there may be a card but unclear. Cheques have been used for other items.

# Headteacher Report

**School Roll and Staffing**

Since our last meeting Mrs Emberton has now left her post as support for learning teacher and Mrs MacMillan has taken on this role for the session. A new pupil has enrolled, and we now have 18 pupils. For most of the week we still have the pupils working in P1-3 and P4-7 classes but for certain subjects and to facilitate teachers non-class contact time the children are all together. As the session progresses, we will be developing this further.

We currently have a post graduate teaching student on placement in the P4-7 class. Miss Ramsay will be with us for the next 5 weeks.

**Standards and Quality Report for Session 2021-22 and School Improvement Plan for Session 2022-23**

These documents will be published on our school website this week along with our Curriculum Rationale that was developed last session.

**Calendar For Session 2022-23**

A few further dates have been added and this was shared at the meeting and emailed to all parents.

**Pupil Leadership Groups and Houses**

We have now elected our house captains and vice captains and our new pupil leadership groups are also up and running. We have had a few meetings so far and these are planned for every few weeks on a Thursday afternoon throughout the session.

**School Travel Plan**

Our travel plan is now complete and has been uploaded to our school website. Our wellbeing/junior road safety leadership group will be responsible for its ongoing review.

**Bikeability**

Sessions will be running on a Tuesday afternoon starting from next week and we aim to get all pupils in P4-7 through their level 1 and 2 badges.

**Learning Partnership – Wednesday 2nd December**

Stuart volunteered to be part of the parent discussion group for our quality assurance and a request was issued for one or two more parents involved if the parent council could help with this. Chris and Adam also volunteered and met with the group to discuss thoughts on the school.

Summary self-evaluation was shared at the meeting to allow for the parent council to contribute.

**P7 Residential**

The P7 pupils had a fantastic time at their residential at the end of September. We would like to thank the parent council for their financial contribution towards this trip for the pupils.

# Other Items

# Halloween Party (31 Aug 1.45 – 2.45)

(Now completed) Chris to follow-up and ensure that we can get access to the hall the night before – Stuart and Chris to decorate – Chris providing decorations

(Now completed) Stuart to purchase snacks/drinks/apples for the party

(Now completed) Parents support to take decorations down after party

# Christmas Fayre

Chris to confirm the booking for the Christmas Fayre (Sat 10 December) and that we can get access the night before to setup – Now completed

Stuart to speak with Miss Taylor regarding raffle tickets with support to getting these printed. Update – agreed on update to template and requested 1,500 @ £33. Last year we ordered 1,000 then an additional 400 so this works out cheaper. Once we receive these, we will get them distributed for selling.

Stuart to speak with Miss Taylor regarding fliers. Updated, Miss Taylor is going to put together a version and get them printed so we can post through doors. Thanks, noted to Miss Taylor for her help here!

At the time of the meeting 7 stalls and around 15 prizes have been confirmed so far – Kate is working to secure the final tables (x 3) and reach out for more prizes – thanks to all donations so far and request for more. Adam suggested a couple which have been follow-ed up on. Note some companies who donated last year are yet to respond or have been unable to commit this year. It was noted that we will advertise all the donations on social media and send thank you cards from the kids like last year.

Mrs Bain confirmed that the school has a speaker/mic that can be used for music and to announce the raffle

Outstanding things to arrange include x 2 games, hall decorations, selection boxes, teas & coffees plus biscuits/mince pies. Finalise at next meeting

A callout has been made for donations to the chocolate/bottle tombola – please support with help for this!

Chris confirmed he is finalising Santa’s visit!

Mrs Bain will work with teachers so the children can create some crafts to sell at the event.

# Christmas Nativity/Concert

Adam confirmed that this can be held in the village church. Mrs Bain updated the school calendar of events (this has now been shared in the newsletter.

This will likely include a small nativity and songs – exciting to have full in person for first time in years.

It was discussed to have refreshments at the end of this (teas/coffees/juice/biscuits/sweets). PTC to support with this. Adam/Chris to look at getting Urn for hot water. Finalise at next meeting.

# Babybel fund

Rebecca has sent on details of a recycling fund that Babybel can setup in locations. Stuart has sent on to Mrs Bain but now it looks like new locations are currently not being setup so will monitor.

# ASDA Grant

Mrs Bain said she had been sent on details of a potential ASDA grant that could be claimed by bodies (like PTC) to support U18’s. Stuart has chased this up and currently as we are not covered by a community champion, we don’t have an eligible route to apply. Stuart has requested further updates if this changes and will also reach out to alternative supermarkets.

# SMART TV

Mrs Bain advised that the P4-7 class projector and screen is likely to stop working soon and requested support from the PTC to fund the cost of a SMART TV like in the other class. Following discussions, the PTC confirmed they were happy to support the £1,600 cost as the balance is strong and it’s a great cause. Follow-ups on how to finalise the payments.

# Next Meeting

Tuesday 29 November @ 6.30. Planning to be in the school.