

## **Pitcoudie Primary Parent Partnership Meeting Minutes**

THursday 27th November 2025 @1730

### **Attendees:**

Alana Hood, Kay Savage, Collette Clements, Lynne Wardrop, Louise Fleming, Lynne Carrie, Sheighan Reynolds, Tracey Malcolm

### **Apologies:**

Sheryll Jones, Kathy Suttie, Marianne McAuley, Ashley Grieve, Jen Peterson.

### **WELCOME**

Allana welcomed everyone to the meeting, apologies for those unable to attend. Minutes from previous meeting were discussed and no issues arose.

### **Headteachers Report**

Book week was a great success, this will be shared in sway at a later date. The classes held a book quiz which the children really enjoyed and was received well.

Miss Malcolm advised the parent partnership committee that the athletics festival was delayed and would be happening on friday 28th Novemeber, a selection of children were picked to attend letters have been sent to parents for the competition at michael woods.

Christmas activities in the school were discussed, our nursery have their Christmas sing-along in the last week of term, where they will attend the local care home with the P7 students assisting.

P7 are currently taking part in a pilot Diploma Development programme, as part of this P7 students will volunteer their time at such events as Christmas Fayre, Book Week, Elfridges, plus future events, to gain volunteer hours that will count toward their Diploma.

Masterclasses will resume in the new term more information to follow.

## **Treasurer Report**

Lynne discussed the current treasurer books.

Outstanding bank balance as of 27th November 2025 stands at £1603.61

Lynne advised the treasurer books are available to view and have been emailed to all Parent Partnership members.

## **Fundraising Update**

Fundraiser co-ordinators gave an update on the completed events/activities as follows:

Money Jar Challenge - This was a great success. The winning classes that raised the most money were P3/4 and P7, who received their reward within the school. Money Jar Challenge raised £927.93. Which will be used for Math resources within the school. Well done to everyone for their efforts!!

Pimp my Pumpkin event - This was held in the Hub over the October holidays, which was well attended, and raised £60.00. Further seasonal events have been discussed in the future, such as Mother's Day, Easter etc.

Halloween Disco - This event was a success and we trialled a snack bag alternative to the usual tuck shop. This was well received. Halloween Disco profit was £402.15 and disco outgoings were £134.26. Disco DJ was £120.00.

Club 100 - This has been a great success and well received and will continue. Well done to our winners so far:

May - Linzi Shanks

June - Heather Charlton

July - Danielle O'Brien

August - Shell Jones

September - Nadine Nowakowski

October - Lynne Carrie

November - Debbie Kerr

Decemeber - Sarak Cook

January - Lynne Kilduff

## **Christmas Fayre Details**

Our Christmas Fayre event will be held on Thursday 4th December 2025. Thank you to the volunteers offering to help set up and help with stalls etc. The socials will be updated with information for parents/families attending.

## **Communication with the school**

Communication to the school from Parent Partnership members was discussed. Ms Malcolm requested that when an event is occurring, only the leading events person to contact management. This is to minimise traffic and avoid any information being missed or any confusion. Going forward should anyone need to contact management, please copy in Tracy Malcolm, Ashley Grieve, Jen Peterson into emails. Going forward, the Chairperson should be CC'd in all communication.

## **New Constitution shared and discussed**

Our Parent Partnership constitution has now been updated from october 2025, this was emailed to all our office bearers and can be accessed by all parents and carers that wish to view this and will be added to our school website in the future . The constitution will be reviewed yearly running from october to october, Lynne will keep this updated.

## **PVG**

Most Parent partnership members have received their PVG Disclosure, any outstanding is being followed up by Allana.

## **AOB**

Ms Malcolm spoke about Science week and Marie Curie, further information will follow.

Nadine Nowakowski has stepped down as Secretary. The committee voted in Collette Clements as our current Secretary.

Our Parent Partnership will be donating a selection box to every child within the school and nursery. This is also thanks to the kind donations from Elliot Landscaping Services and Tesco Glenrothes staff, who contributed to the cost of the selection boxes.

Easyfundraising app - Our Parent Partnership easyfundraising account has been set up by Lynne Wardrop, for all parents/carers to access. Our socials have been

updated advising how to access. This will help bring in funds for the school/nursery to buy resources in the future.

Date of next meeting - Thursday 29th January 2026 @1730