



‘You can never aim too high’

Date: Thursday 17th September

Time: 14:00

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In Attendance

Mrs Bradshaw (PB)

Mhairi Gilfillan (MG)

Dawn Reid (DR)

Lorna Wilson (LW)

Jennifer Low (JL)

Lana Montgomery (LM)

Jenna Shanks (JS)

Apologies

Jen Marshall (JM)

Marc Gilfillan (MaG)

Welcome

MG welcomed everyone to the meeting, formally starting the Annual General Meeting (AGM).

Before formal proceedings took place, MG and PB highlighted the success of the parent councils first year and the positive feedback received throughout the school and local community.

Election of Office Bearers

Chair

MG was voted in to retain role of Parent Council Chair

Vice Chair

JS and LM were voted in to retain role of joint Parent Council Vice Chair

Secretary

MG took on role of Parent Council Secretary

Treasurer

LW was voted in as Parent Council Treasurer



Annual Report

MG provided an update on last years highlights and areas the Parent Council wish to focus on this year

- Re-establishment of Parent Council a success – thank you to everyone involved
- Fundraising throughout the year helped us contribute to several different initiatives throughout the school year, including ;
 - Halloween treat bags for children
 - £1000 towards the school library
 - P7 yearbooks
 - P1 welcome gift
- MG has recently partnered with Kirkcaldy Rotary Club who kindly donated £500 toward the school library. We are exploring ways in which the Rotary Club can get involved with the school to help with activities – watch this space!
- MG confirmed that members of the Parent Council were now PVG cleared. With activities in school, PVG cleared volunteers have a green lanyard. Non PVG helpers will have a red lanyard and their activities will be restricted to ensure compliance with regulations.

Sinclairtown Library

LW and LM provided an update on the school library. They have made great progress and it is satisfying to see the room coming together and the excitement of the children! We are nearing completion of the library, with seating to be ordered and the books to be organised.

We are planning an opening ceremony, more details to come

We spoke about planning an event for World Book Day in March 2027 to celebrate our new school library and promote literacy amongst the children and families

Thank you so much to LW and LM for their time and dedication on the school library. It has been a huge undertaking but worth it to see such a bright and welcoming space in the school.

Headteacher Update

Newsletter

The school newsletter will be looking a bit different going forward, we will now be using a tool called CANVA to share our term time newsletter, rather than SWAY. Following feedback regarding the newsletter, PB acknowledges that there is a lot of information and it can be over facing to read and take in. She will review format / repeat information in a view to making it more appealing to people to read and engage with.

School Website

PC shared updates regarding the school website -

<https://blogs.glowscotland.org.uk/fi/sinclairtownprimaryschool/>



A lot of information and updates are available there including the School Improvement Priorities for this year.

If there is information not showing that you think would be beneficial, please contact the school

Lost Property

The school has a lot of lost property in the office, please drop in to see if any of it belongs to your child/ren

We will be making any unclaimed lost property available to parents to select from at parents night and the Christmas Fayre.

AOB

MacMillan Coffee Morning

The Parent Council will be running a coffee morning for MacMillan Cancer Support on Friday 25th September, 09:15-10:30. Please come along for some tea/coffee/ juice and perhaps a bit of home baking

Kids can be collected from class to join in too!

If you would like to volunteer to help, don't be shy and let us know via the Facebook page!

Fundraising

The Parent Council are working alongside Mr Ritchie to plan some fun fundraising activities to help raise funds for smart boards in school classrooms – more details to follow!

The Parent Council are continuing to explore options following really positive feedback on Christmas Crafts last year. We are also looking into class tea towels for end of term as well as they have been popular in the past.

Parent Engagement

As always, we can't do this without the help of our amazing parents across the school. The main way to interact with us is via the ['Friends of Sinclairtown'](#) Facebook page. This is a closed group and is a space for ideas / asking questions / sharing school news/ sharing community activities and so on. If you are not part of the group, we hope you can join us.

MG and JS are group administrators so please reach out directly if you have any questions

Reminder – This is not the platform to air any issues/concerns with the school – please raise these directly with school staff.

Next Meeting: 5th November

