

FSP MINUTES 5th FEB 2024:

Apologies from: Ivonne Hughes & Helen Wallace

In attendance: Mrs Carr, Mr Cunningham, Kate Anstey, Stephanie summers, Clare Roberts, Alison Hunter.

Kate advised we have changed the e mail address to shawlandsacademyfsp@gmail.com to match new name.

This means we can go ahead with the banner. Kate showed a very rough first attempt with help from her daughter who was very bossy!

Mrs Carr very kindly offered to assist with design and getting a high resolution badge for this.

We discussed the first line of the new email showing up in mail outs the same as the direct mail from the school & agreed this was not an issue at this time.

S1 parent meeting is on 14th March 3.30-6pm. Stephanie & Kate agreed to attend to help with tea, coffee & gather emails and hand out Fsp info.

We discussed the uniform cupboard restocking (Kate will pop in to assess what's needed). Mrs Carr will provide a list of items required for Mrs Jacks personal cupboard used for pupils.

Kate will contact Appel exchange to see what items they can provide. FSP will buy the rest new.

Also discussed how to make the uniform cupboard more user friendly and accessible to all.

Stephanie has Twitter (X) access sorted so can now use to put out information on meetings, uniform cupboard updates and any other info.

Account balance is currently £3718.52.

However the room let's until June are still to come off this total.

Stephanie also supplied Kate with a cheque for £20 for the gift for Ivonne Hughes as a thank you for her time as secretary.

30th May is s6 prom. We have agreed to pay for a photo booth again this year.

Graduation is the 19th April, Mrs Carr will advise if there is anything we can assist with nearer the time.

Mr Cunningham asked for our input regarding attendance procedures.

Questions included:

- What do you feel currently works in terms of the schools attendance process?
- What do you feel could be improved in terms of our attendance process?
- What do you feel currently works in terms of our late- coming process?
- What do you feel could be improved in terms of our late - coming process?

We advised that we find text messages very useful. But advised it's important to contact the school when received so that they can keep attendance records accurate. We discussed the possibility of email communication as well as texts & also with an overall update on school attendance. We agreed this could be useful if worded appropriately.

Mrs Carr advised they experience 'technical issues' with text sometimes.

We all agreed that including information on the importance of good practise where attendance is concerned could be added to any parent information evenings.

We agreed with the limited attendees we currently have, that a summer event as perviously discussed might be a bit ambitious.

Instead we have agreed to assist with drinks (hot & cold) food (to be confirmed)

And a raffle or Tombola at the schools STEM event on the Sat 1st June (date to be confirmed), which was a huge success last year.

Kate will check the constitution for minimum numbers needed to run a meeting. Also update the name on the document.

Kate is unable to attend the next meeting on 4th March. Stephanie & Clare have agreed one of they can chair.