

***Botriphnie Primary School Parent Council***

**Minutes of the Meeting held on Thursday 28th August 2025 in School at 6pm**

**Present:** Sarah Johnston, Karlyn Wilson, Mel Irvine, Ros Harris, Sammy Stewart, Stacey Chalmers, Gail Lawrence, Jenny Bowler, Fiona Gordon-Duff, Rachael Smith

**1. Apologies**

Kelly Gordon, Charlotte Richardson, Torquil Gordon-Duff

**2. Previous Minutes**

Approved by Mel and seconded by Sammy

**3. Matters arising**

Where to store large items from 150th Birthday - where to put the timeline - perhaps the meeting room in the hall. **Action: Mel to ask Dianne Mark**

**4. Tesco Grant**

Collected 19,100 tokens in total

We have £800 of funds towards the Cook Club

Tesco have been round to the school to present a large cheque and photo op

**Actions:**

Ros to complete form of acceptance - done

Ros to ask Groundwork if we can purchase a Tesco gift card for food purchases

Gail is planning something with the children towards end of Summer term to tie in with the results of Cook Club and benefit to community.

**5. Coffee Morning - Saturday 13th September 10-12**

Mel and Sammy are not able to make the day but will assist in other ways.

We are not doing a sweetie stall this year - just a bottle stall. So we are just looking for bottle stall donations.

**Actions:**

Mel to make up 3 large raffle hampers - one child-friendly, 2 generic ones

Fiona asking Neil D about Butteries and Pancakes

Post to all families to ask for bottle donations – done

Facebook post – Ros - done

Set up (1pm-2.30pm Friday before) - Jenny, Fiona

Signage - Ros

Table flyer about school? - Ros

Entry table - Ros

Bottle stall - Kelly, Torquil

Raffle tickets - Mary, Fiona

Kitchen - Rachael, Gail, Lucy McG

Serving - Sarah, Stacey, Karlyn

P6/7s - helping with service

Table centres - table decks

Biscuits from 150th still usable

Tesco have donated a raffle prize, and a box of mixed cans/beer for bottle stall - **Mel to contact to collect**

**Mel to ask if we can get Tea/Coffee/Juice/Sugar/Milk/Butter/Jam from either Tesco or Deli Shop**

We have plenty raffle books - **Mary/Sammy to organise**

Need gluten free - one packet pancakes, margarine

Check with Nicola about entry charge - Ros done

Entry charge to be £3

Posters and thank you letters - made by the children - done

#### **6. Digital Portfolios - presented by Rachael**

Profiling is important as the children need to be aware of the things they are good at, things they enjoy so that they can promote themselves in the world of work.

It would be great to get more people into school to talk about what things they enjoyed that led them to the world of work path they are on now. Note: they would all need to be PVG.

The school have started to use a digital profile through GLOW and Google Slides which each child will have access to, to record their own learning and achievements, and supported to annotate their evidence. The language used will be Meta Skills.

Gail has currently taught the children how to log on and attach a photo for annotation. The children will need to justify why the photo is to be taken, linking to Meta Skills and curriculum targets. The profile is saved in a shared drive on Glow and each child can only access their own one.

The profiles will cover the 4 areas of: life and work at school, interdisciplinary learning (IDL), the curricular areas, and opportunities for personal achievements.

The school are hoping that they will be able to share the profiles with families at the next parents' evening.

Stacey will send out a link about Meta Skills - done

Northern Alliance - Rachael's update  
The videos will be going live soon!

#### **7. School's 150th Birthday**

It was a fantastic day. Mel would like to say thank you to everyone for helping and being involved. It would be good to maintain and keep up community engagement with visits to the school from past persons.

Total costs came to £808.62  
We raised £682 on the raffle

We estimate we must have had approx 150 people or more at the event!

Current bank funds sit at: £4740.88

#### 8. **Halloween Party**

Friday 31st October

6-8pm

£2.50 entry

Goodie bags - Ros

Juice/water - Jenny

Deli Shop pick and mix bags - Karlyn

Numbers attending - Mel

Big box of sweeties x 3

Fancy dress competition - 6:30pm

Carving competition - 6:30pm

Judge - Stacey Chalmers

Prizes - Fiona

Musical statues

Musical chairs - adults one too!

Corners

Can Alex and James MC please?

Decorate hall - corners only and lights

Set up Friday 1pm onwards – need some helpers for this

School children made party invitations and dropped them through doors of the local children

Karlyn to check hall is free.

#### 9. **AOB**

##### **HT Update – Stacey – lovely to have you back!**

The children have requested a trip to aquarium however it is still closed. We could arrange one of the visiting workshops instead and join with Newmill to share costs. The costs to be covered by both Parent Councils.

Sharon Henderson Dance - £40 - a block of 4 weeks - Parent Council happy to cover costs for it.

The children want to make fish and chips at school to take home for tea.

We are going to tidy up the front gardens. Ros will do some weeding and tidying. Martin keen to remove anything broken and knackered. Denise happy to do some planting.

Science workshop - Generation Science - discuss at next meeting

Huntly cinema - another option for a school trip

Update on new teacher - closing date is coming up - interview date is week on Wednesday so will hopefully know more then.

**10. Dates for the Diary**

Coffee Morning - Saturday 13th September 2025

Halloween Party - Thursday 5th June 2025

Christmas Pantomime Trip - tbc December - it is booked

**11. Next Meeting**

Thursday 13th November 2025 - 6pm - AGM

*Meeting closed by Mel 19:38*

**A huge thank you from Rachael for the presents at the end of term!! She loves them and has the photo on the wall at home. They had a lovely staff meal out in Elgin.**