

## MINUTES

### ST THOMAS PARENT/TEACHER COUNCIL COMMITTEE

Wednesday 19<sup>th</sup> February 2025 at 6.30pm

Attendees: T Kalia, J Lewin, C Tasker, L Greatholder, J Bell, C McCann, G Morrison, M Raikes

1. Apologies: L Magee, M Newlands, T Colyer, M Ironside, A Currie

2. Minutes of last meeting – 16<sup>th</sup> November 2024

Agreed

3. School Report

- **Mrs Raikes**
- Thanks for warm welcome
- Rearranged library and room 4 to maximise usage some of which has been moved outdoors
- New budget in April with possibility of purchasing outdoor equipment
- Football rules are being discussed and agreed with pupils and pitch lines to be marked when weather/time permits **ACTION : M Raikes**
- Installation of buddy benches in progress
- When staffing allows there will be a staff presence in playground prior to 9am
- Any parent/guardian wishing to discuss any issues prior to 9am should do so via the office
- Book fair discussed and to be discontinued in agreement with all PC members
- Possibility of visits to the local library **ACTION: M Raikes**
  
- **Mrs Ironside (Report sent via T Kalia)**
- Thanks the P.C for pupil Christmas presents
- Still working towards rights respecting schools silver award. P4-7 assembly in November was a huge part of this alongside work completed in classrooms as well as daily conversations with children about their rights.

4. Treasurer Report

Christmas gifts (classroom gifts) - £352.93

Christmas selection boxes - £65.70

Christmas T-shirts - £93.50

Gambling license renewed and paid - £20

Nativity teas - £20 for refreshments

Mince pies donated (Pupils to make a thank you card for Mrs Greatholder) **ACTION:**

**M Raikes**

Christmas raffle made - £861.95

Petty Cash (as of 19.2.25) - £112.75 – members have agreed for petty cash float to be kept at approx. £100

To investigate adding signatories and moving banks – Virgin Money in Keith **ACTION:**  
**L Greatholder**

## 5. Christmas

### Gift/Santa

- Agreed to have Santa visit classrooms with class gifts and to hand out individual gifts as they leave the school at 3.15 on the last day of term.
- Santa to be organised beginning of December **ACTION: ALL**
- Teachers to let PC know in late October what they would like purchased for class gifts.
- Are PC still to include the Nursery when organising gifts? **ACTION: M Raikes**

### Party Attire

Agreed pupils may 'come as you please' to their Christmas party

### T-Shirts

Pupils to be asked if they would like to continue designing and wearing a Christmas t-shirt. It was noted that the price per t-shirt has increased and if the pupils want the t-shirts to continue it would be more acceptable financially to wear these throughout December instead of at Christmas lunch only.

### Nativity Teas

There was a lack of volunteers to set up the teas due to work/family commitments. It was asked by PC if pupils would help with this in future, school happy for this to happen.

## 6. Breakfast Club

- Sara George has been employed as a second member of the breakfast club staff. PC have suggested that parents are made aware of new staff as soon as is feasibly possible. It was suggested an open breakfast club day to allow parents to meet staff and see how the club is run. **ACTION: M Raikes**
- Concerns were brought up about issues regarding pupil arrival, the school will look into this. **ACTION: M Raikes**
- A paper register is now in situ this will allow figures to be collated as evidence for future funding.

## 7. School Photos

1. Can school photos can be arranged earlier in the year possibly term 1
2. Is it possible to have other siblings that aren't in school included in the photo
3. Would people would like class/whole school photo  
**ACTION – B Winchester**

## 8. Leavers

- Hoodies have been ordered through Drumnagorrach Designs by PC. It has been agreed in future to order leavers hoodies at the beginning of June so they may be handed to pupils on the first day of their last school year.
- Greame Morrison will organise Bibles for this years leavers. **ACTION: G Morrison**

## 9. Easter

- School Easter competition to take place week commencing 14<sup>th</sup> April – PC will supply eggs for boiling, 2 large easter eggs (prize for each class) and small cream eggs/sweet for every pupil. Brenda Winchester to be consulted regarding allergies and numbers  
**ACTION: J Lewin/T Kalia**
- Daffodil Tea
  - Date to be confirmed by school **ACTION: M Raikes**
  - PC to have a chocolate stall

## 10. School

### Communication

- Various points of view were given on current arrangements for parents to contact/communicate with staff
- Dojo has regulations that must be adhered to e.g regarding types of information shared. Parents/Guardians to be informed of these. **ACTION: M Raikes**
- The school are looking to forward calls to classrooms when the office is unmanned in the afternoons

### Supplies

School will advise PC of any supplies/funding they require and PC will endeavour to help with this.

## 11. Fundraising

- Everyone asked to think about this years Christmas Raffle prize.
- Artwork for calendars to be done in term 1, teachers to liaise with PC about content. **ACTION : L Magee, M Ironside**
- PC to have calendars ready for sale after the October holidays

## 12. A.O.B

- Parking policemen outside school to resume
- Parents/guardians to be reminded of parking restrictions
- School/church relationship working well
- Praise given to school staff for the amount of work behind the scenes

**Date of next meeting**  
**Monday 21<sup>st</sup> April 6.30pm**  
**Childcare to be confirmed**