

MINUTES

ST THOMAS PARENT/TEACHER COUNCIL COMMITTEE

Friday 25th April 2025 at 9.30am

Attendees: T Kalia, J Lewin, C Tasker, H Newlands, M Raikes

1. Apologies: M Newlands, T Colyer, A Currie, D Gatt, G Morrison

2. Minutes of last meeting – 19th February 2025

Noted that future school reports come through M Raikes

1. School Report

Actions from last minutes: Actions from Parent Council meeting 19.02.25

1. Noted in diary that we will chose class Santa gifts in late October 2025
2. We will consult with pupils about Tshirts in September 2025
3. Older pupils will be happy to help with setting up in church Hall for Daffodil Teas ad Nativity Teas.
4. I have talked to Nursery manager about their inclusion in Easter/ Xmas gifts etc and they do send home the dates of Parent Council meetings and minutes. They would very much like to continue to be included.
5. Breakfast Club- we have ordered PPE, reintroduced a paper register, we are aware of the your concerns about pupils brought up and I will undertake to check on the small number of pupils this affects. I will consult with the ladies about a date for a 'Bring an Adult to Breakfast' event and we will do that this term so that parents can meet the breakfast club staff.
6. Brenda has noted in diary to try to book photos for first term next session, siblings are welcome to come to the photo session for family groups.

Brenda emailed parents to ask if there is any interest in class and whole school photos. 5 responses in total – 2 said "class photos", 1 said "whole school" photo and 2 said "any". Parent Council to buy a whole school photo for keepsake

7. We will discontinue the Scholastic Book Fair.
8. Noted in the diary to get sizes and order next sessions P7 hoodies at end of May 2025.
9. Pupils are making a card this afternoon to thank Leena's granny for the mince pies.
10. Staff will look at a date for Daffodil Teas and let you know. 7th May 2025
11. Parking policeman are being deployed!
12. Brenda has contacted the library – we are having weekly sessions on Fridays.
13. Staff will consult about ideas for outdoor equipment- one thing that comes to mind is getting the playground markings redone/ refreshed as they are worn.
14. Communication – we will gently remind parents that communication through Dojo will be limited to weekday and times between 8.30am and 4.15pm and should be for matters that only relate to your child in the classroom and it shouldn't be used to report absences, well-being concerns, behaviour issues or any significant matters. Notices, information and reminders will be sent via the school office to ensure that all families are able to receive them equitably.
15. My email is marianne.raikes@moray-edunet.gov.uk – I am very happy to be a point of contact, as is Brenda in the office.

- Burns Competition, Ash Wednesday Mass and Easter Assembly, Daffodil Teas, May Flowers, Sports Day, Leavers Mass
- Breakfast Club – Bring an Adult Event was held in final week of last term
- Sports with Active Schools Golf P1-4 / Badminton P1-4 / Rugby P5-7
- School Trips this term Science Centre 12.05.24 / Grampian Transport Museum (P4-7)
- School roll and class organisation for next session
- We Love Learning Event

Consultation/ support

- Spare uniform requests – Suggested bringing in on last day of term. Email parents in plenty of time to let them know **ACTION: B Winchester, M Raikes**
- Reports format/ hard copies or digital copies only?
- Homework consultation
- Breakfast Club
- Football/ playtimes
- Mobile phones/ screen exposure survey
- School IT provision
- Attendance leaflet and information
- Homework

School Improvement Planning/ Self Evaluation

Status	Working on:	Parent Council involvement
COMPLETED	Curriculum Rationale	<p>Consultation was completed on Visions, Values and Aims</p> <p>Continue to raise awareness of these and the way they contribute to our children's experience of school.</p>
CURRENT	<p>Reporting to Parents</p> <p>Improving attainment in maths</p> <p>Safety/ parking</p>	<p>Contribute views on new report format (by email reply) and on parents evenings</p> <p>Attend and support a 'learning event'</p> <p>Continue to raise awareness and not to park on yellow lined area</p>
TO START THIS TERM	<p>Relational Policy/ Behaviour</p> <p>Homework policy</p>	<p>Promote and complete questionnaire about expectations</p> <p>Attend discussion meeting about rewards/ consequences/ expectations/ restorative conversations Pupils to have cards for faith, determination and respect. Once filled they will get a band, of bronze, silver or gold depending how many cards they have filled</p> <p>Promote online survey/ pupil survey/ report back to parents</p>

	Attendance policy	Support school to improve attendance data by helping to raise awareness of 'learning loss' and the use of this data as part of the picture about of school inspection.
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2. Treasurer Report

Treasurer not in attendance

3. Leavers Hoodies

- Error in the sizes ordered for 2025, so additional cost to original invoice
- J Lewin to contact M Foley to arrange drop off of school hoodies for pupils to try on to get accurate size for ordering **ACTION: J Lewin, B Winchester**
- School to liaise with M Foley from Drumnagarroch Designs in May of every school year to get sizes and order for the following years leavers. School committee to be invoiced **ACTION: B Winchester**

4. Daffodil Tea

- Chocolate stall, proceeds to go to Parent Council, organised by C McCann **ACTION: C McCann**
- M Raikes to alert parent committee of any help required **ACTION: M Raikes**
- Agreed that parent council will order another 2 insulated jugs **ACTION: T Kalia**

5. Funding/Grants

- From discussion the school would benefit from;
 - more outdoor equipment. M Raikes to pass on possible list of items to parent council so they can apply to tesco for funding. **ACTION: M Raikes**
 - ideally 2 smart boards. M Raikes to speak to procurement to find out costs. This is to be passed to the parent council. **ACTION: M Raikes**
 - Parent Council to approach NFU Mutual, Windfarm and REAP to establish large grants to enable purchase of smart boards **ACTION: J Lewin, T Kalia**

6. Sports Day

- Sports day layout: possibly picnic lunch, potted sports and races
- Parent Council to provide and set up a free self service tea and coffee station to hopefully be manned by senior pupils **ACTION: J Lewin, M Raikes**
- Parent Council to ask Reeces Ices if they could provide ice cream **ACTION: J Lewin**
- C Tasker to organise £1 half and half raffle and possibly hamper raffle **ACTION: C Tasker**

7. A.O.B

- Dates and times of Leavers Mass and Leavers Assembly with prizegiving to be confirmed **ACTION: M Raikes**

Date of next meeting - AGM
Thursday 25th September 6.30pm
Childcare to be confirmed