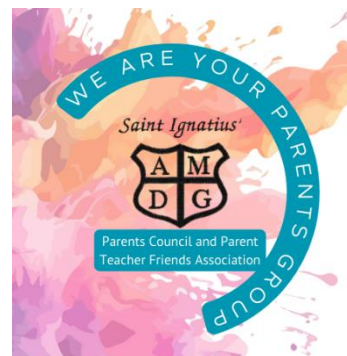




St Ignatius' Primary School

Agenda Parents Group Meeting 29/01/2026



Present: T Fagan, T Traynor, G Kajla, R Byrne, Fr. Kevin, S Allish, G Mclean, N Scott, L Totten, SA McGinty, C Lambie, S Fionda, C McIntyre.

Apologies: L Burns, L Mackie, D Pew, S Pew

Welcome: Overview of Parents Group

Parent Group introductions

Outstanding items from last meeting on 4/11/2026

Lending Library (Tracy F)

Still Awaiting PVG's – Email to HT today to apologise for backlog

Volunteer Scotland- can apply to PVG Scheme for free

Colette has information – registration through Volunteer/Disclosure Scotland

Rolling programme for new parents through this.

Actions: Colette will forward the relevant information and links to PG regarding the PVG Scheme, which should help clarify the issues that were raised.

Timescale: Awaiting PVGs – NFA at this time

Family Fun Night (Tracy F)

Actions: Spring 2026

Possible Family Fun Night in the Loyola night

A Bingo/Race Night is being considered. Final dates will be agreed at the February PG meeting, as the Loyola Centre will be unavailable for a period due to reconstruction.

Fr. Kevin and T Traynor both have contacts for Race nights.

Timescale: times and dates for next meeting

Required funding from Parent Group (Tracy F)

- iPads

Actions: Has cheque been made to the school?

This is still outstanding.

Action: Confirm whether the cheque to the school has been issued. This remains outstanding.

Minutes from the previous meetings should be reviewed to verify the status of this.

Timescale: ASAP

Tesco blue tokens (Lynsay)

Actions: Completed

No information is currently available regarding the token amounts.

T. Fagan will speak with L. Mackie to obtain further details.

Timescale: SA McG will contact Tesco as soon as possible to check the status,

Finances (Gillian)

Update on new account and overview of issues

Historical Issues around changing account names etc

New account opened and confirmation of this received recently

MF Leonard is still listed on the current account. The remaining funds need to be transferred to the new account. Please speak with MF Leonard to arrange the transfer.

Cash amount: £2039.44

Amount in Bank: £3015.52(Latest Statement)

Upcoming costings Jan – Mar 26

Actions: TF has passed on accounts to be audited, almost signed off.

Audit Trail regarding money – To strengthen the audit trail for all financial activity, it has been agreed that receipts will now be uploaded to a dedicated 'Receipts Only' WhatsApp group going forward.

This will help ensure everything remains organised and that all funds are properly tracked and accounted for.

Hoodies – Quantities required and timescales for ordering need to be confirmed.

Ties - Confirm how many items are needed for each High School and how many P7 ties to order.

Spring Disco – this will go ahead - Liaise with DJ regarding songs choices from children

School Trips – Need to be organised ASAP

Mrs Lambie suggested a PE planning resource requiring an annual subscription. The PTFA will cover the cost, as it is not available through the school system.

The Parent Group have agreed that they would like to take on more responsibilities during events such as discos, and requested some direction as to which jobs would be appropriate. To support this, SMT will provide a list of responsibilities that can be adopted by parent helpers, in-line with PVG guidance.

R Byrne will follow up on call from Police Scotland regarding business sponsorship for online safety programme.

Timescale: ASAP

Parent Council Meeting (Tracy)

Agreed at AGM re: parent council approach

X 3 meetings per year

Devise new constitution – volunteers

The Parent Council agreed to support the Parent Group's structure, adopting a simpler and more informal approach to meetings as individuals have found it difficult to take on formal roles.

Going forward, an agenda item for Parent Council updates can be included in Parent Group meetings.

There may also be occasions when a separate meeting with the Head Teacher is required.

Separate AGM still required.

Consensus is sought regarding the expectations and requirements of Parent Council meetings, acknowledging that a defined level of commitment is necessary.

L. Mackie and T. Fagan will work together to incorporate Parent Council information into Parent Group meetings.

School health updates (Stacyanne)

Headlice

Chicken pox

Headlice and chickenpox information will be included in the newsletter at various points throughout the year, with links to the NHS website for further guidance.

Christmas Fayre (Leslie)

Reflection: Leslie will talk through this in more detail at our next meeting.

Consensus: Feedback shows it was a great success.

The arrangements in the dining and gym halls were effective.

Further parent volunteers will be required for future activities/events.

Future event dates should be scheduled well ahead of time to ensure the organisational workload is spread effectively to make planning easier for everyone.

HT Update

Staffing: A staffing update provided.

Budget: budget update for interventions has been shared.

School Improvement Plan (SIP) – Enquiry Based Learning (EBL): Mr Fionda is leading this area, and Mrs Carnegie is carrying out a Practitioner Enquiry linked to this focus.

Underspend: Remaining funds will be used to enhance classrooms and purchase additional school resources.

Website: The school website is currently under construction

AOB

Library: visit dates are still to be confirmed, and volunteers will be required.

Neurodiversity: The school remains committed to supporting families of children who are awaiting or engaging with neurodiversity-related services.

Mrs Lambie can provide information about organisations that offer additional support for families.

Surveys: School surveys to be promoted through group chats to encourage wider participation.

Next Meeting

26th February 5.30pm