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### Rochsolloch Primary School Parent Council

**Wednesday 6<sup>th</sup> November 2024**

#### **Welcome and apologies.**

The Vice-chair welcomed attendees, with apologies noted.

#### **Review of previous minutes.**

AGM Minute was approved and agreed that it could be uploaded to website and lodged with NLC.

#### **Head Teacher Update**

##### Staffing Update

Acting DHT (Thursday/Friday) begins role post on 7th November.

Internal candidate successful at professional dialogue and takes up Acting PT post on 4th November.

##### Pantomime

The children really enjoyed the pantomime visit on 23rd October and we've booked for next year around the same time. Thanks to the Parent Council for providing the funding for this.

##### Recent school spending

We accumulated a budget saving last year and have used those funds to completely refresh our skinny novels and upper school novels. We worked with Scotia books to help curate a list of the most popular and interesting titles that other schools have found children enjoyed. We also purchased lots of loose parts materials, including plastic crates, deck boards, wooden boxes and ramps. Additionally, we replaced the vertical blinds in P7 with roller blinds being installed on 9<sup>th</sup> November.

##### ICT funding

We spent the PC £2000 ICT funding on our share of the hall speaker replacement (£1500) and a laptop (£460).

A discussion was had within the group around future ICT needs of the school. Head Teacher highlighted that the age of the existing laptop stock is a concern, particularly with a move towards Windows 11 next year which will remove some functionality on older devices. The school currently have 80 laptops that will need replacing at some point in the near future and the cost of doing this will be very substantial (cc. £37k) and cannot be covered by school budgets.

**Action:** Agreed that PC chair will liaise with Head Teacher to identify the number of laptops that need to be replaced and when they will need to be replaced. Once this has been done the PC will work with school to draw up a plan for supporting the replacement of these devices, including

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working with the school to identify additional funding streams that could be applied to in order to replace laptop stock.

### Nursery

We had a visit from our Quality Officer last week and she was very impressed with the nursery environment and the way the new team have gelled together since the summer. There are so many lovely experiences for children and the engagement was really high. We're really proud of what's been achieved as we continue our improvement journey.

### Aim High Team

The Aim High Team have been working hard to plan our Anti-Bullying week which will take place next week. They have organised odd socks day for the Tuesday, as well as a range of activities for the whole school across the whole week

As part of our self-evaluation, our focus this session is successes and achievements. Some of our Aim High Team have started lunchtime dance and drama clubs for P2–P6 as part of our wider achievements next steps.

### Fundraising committee

The fundraising committee organised a Halloween raffle and they sold raffle tickets all last week. Winners of the raffle were announced on the Thursday. They are now busy organising our Children in Need fundraiser. They are organising a PJ day for everyone on Friday 15<sup>th</sup> November.

### Eco

No update yet

### Sport

We have just renewed our Silver Sports Award, scoring 79% making us eligible to Go for Gold. Our Action Plan has been created and our Active Schools Coordinator is working with our Sports Leaders on the pupil voice part of our Gold application.

One of our actions is for parent involvement in sport, which can include our Parent Council. If possible, could we ask that a part of PC fundraising goes towards Sport, for example to give every child a sticker for participation in sports day? If budget allows, we would like another 2 netball tops (we only have 8, but take 10 to a festival so our subs usually wear the football tops). Another possible option could be the parent council working with Tesco Community to see if they can provide water and snack for sports day.

**ACTION:** To support school's journey to Gold Sport Award the PC agreed to fund the following:

- Stickers or medals for participation at Sports Day (June 2025)
- Provision of water and snacks for sports day (June 2025)
- 2 new netball tops that need to be replaced

### Digital

Digital leaders have been working with infant classes to get them familiar with Book Creator. Other digital leaders have been working with our Rochsolloch Readers to create Christmas book themed posters.

### Rochsolloch Readers

Currently planning Book Week Scotland activities

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Opening of our library will be during Book Week Scotland by the author Lindsay Littleson.

### Additional Support Needs

We have invested in resources to improve our 'Universal Offer' for Additional Support, including ear defenders, privacy boards, stability cushions, coloured reading rulers, writing slopes, chewlery, and theraputty

Some of our P4 and P5 pupils are benefiting from working with the team at Mind Marvels between now and January, focusing on learning relaxation techniques

We are running four Seasons for Growth groups again this session; it has been wonderful to be able to support our pupils again with this intervention this year from our support staff.

### **Treasurer Report**

Current balance of the account is: £2466.06

There has been £5061.69 in outgoings since our meeting in September 2024

- £2000 ICT costs for the school
- £1600 for Beauty and the Beast/Jungle Book performances
- £488.40 for the nursery learning journals
- £300 for the science centre on tour shows
- £32.78 Halloween decorations
- £82.95 Summer fayre catering reimbursement
- £134.00 Connect membership, includes insurance for PC events
- £53.94 Parent Council Lanyards
- £7.15 Card holders
- £58.80 Christmas Fayre Raffle Tickets
- £168.67 Halloween Disco Sweets
- £135.00 Halloween DJ cost

There has been £913.62 in income since meeting in September 2024

- £212.32 Christmas stalls (via BACS/Paypal transfers)
- £701.30 Halloween Disco ticket costs

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### Council Matters

#### Halloween Disco

The following issues arising from the Halloween disco were discussed: the success of the new sign in system; what to do in the event that a child is not collected by a parent and a member of staff is not present; accident log requirements for parent council events.

The new sign in system worked well for P1-P3 but there were some difficulties experienced during the changeover resulting in the P4-P7 disco starting 5 minutes early. It was agreed that for future discos we need to ensure that PC members direct P4-P7 pupils to queue in the entrance way while P1-P3 pupils are exiting.

There were two incidents on the night that were reflected on. These were the late collection of a child by a parent that occurred after staff on site had left the building. The child was with PC members, but concerns were expressed about the fact that we do not have contact details for parents. It was agreed going forward that PC members would indicate to on-site staff which children they were taking home at the end of the night and that a check in would be planned before staff leaving. Head Teacher happy for the chair to hold his mobile number in case of emergencies. The second incident was a head bump that one child received. This was handled on the night and the parent notified by the school; however questions were raised about whether or not PC led events need to have an accident/incident log.

**ACTION:** Chair will explore via Connect what the expected requirements on the PC are for logging and recording incidents.

#### P7 Leavers

Head Teacher asked if it would be possible for the PC to arrange for sample hoodies to be arranged via Scotcrest so that pupils can try these on prior to Christmas, with a view of ordering for a January delivery date.

**ACTION:** PC to coordinate obtaining sample sizes from Scotcrest and liaise with school for classlists so Scotcrest can use for names and layout on back. PC to explore ways that this can be funded, either from existing funds or through local business sponsorship. PC also to identify P7 parent to support planning of leavers activities.

#### PC Fund Allocation from NLC

A discussion was held around the funds allocated to the school for the running of the PC. Head Teacher confirmed that this money is used for funding lets and printing/photocopying needs. Due to increase in the number of PC events that have happened in the last year, the chair asked if the school could explore whether the funds allocated are covering the costs and how these can be seen as we do not want the school to be subsidising these.

**ACTION:** chair to send list of questions to head teacher about budget allocation so that school can explore this in more depth

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### **Parent Matters**

#### PE dates for P3

P3 parents asked for clarification around dates of PE as these have been changed, but due to communication via children there has been some confusion. It was confirmed that there is a temporary change of PE dates from Tues/Weds to Weds/Fri to support nativity rehearsals. PE will return to Tues/Weds after this date unless otherwise communicated.

**ACTION:** Change of dates and reason to be communicated to P3 parents.

#### Digital calendar

The suggestion of a digital calendar on the school website was raised based on parental feedback that it can be difficult to keep up with the frequency of planned activities. Head teacher acknowledged that communication around activities can be challenging due to the number of events that are planned and the number of different ways that information can be communicated. Although the appeal of the calendar was recognised, it was highlighted that there were a number of potential barriers to using this approach, including questions around how this would be managed technically, the costs involved and how the school would address differences in calendars across and within year groups.

PC members with children in P3 highlighted that a PC member in that group regularly compiles and updates key dates issued from the school via the newsletter and emails into a pinned post within the class whatsapp chat. It was agreed that a low cost alternative might be for PC members in each year group to post a key dates for the diary post in whatsapp each month. This could also be shared via social media.

**ACTION:** Example of P3 dates for the diary post to be shared with wider PC members so that a monthly update can be posted in each chat/social media.

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### **Fundraising**

#### Christmas Fayre

A discussion was held around planning for the fayre on the 23<sup>rd</sup> November. The following points were discussed and agreed:

Head Teacher donated leftover gems/rocks from last years enterprise stall to PC pop up stall. Leftover Christmas decorations from previous fayres were donated to the school for class activities due to small numbers.

The school choir will perform 3 songs in the dining room at 11am. The songs will be Jingle Bells, the 12 days of Christmas and the Christmas Song from the Muppets Christmas Carol.

**ACTION:** PC to liaise with ACAOS around their performance times in the hall and what equipment they will be bringing.

The kind offer from SHIRE radio to DJ in the hall will be refused due to the speakers having been fixed.

**ACTION:** PC to contact SHIRE radio

Due to sound issues during the raffle next year, the raffle will be placed in the right hand corner next to the stage (where Christmas tree sits) so that the microphone can be plugged straight into the sound system. Placement will be next to children coming off the stage to see Santa so should hopefully make it more eye catching. It was agreed that we should trial a satellite ticket stall for the raffle to provide two locations for tickets to be bought. The second ticket stall will be located in the dining hall.

**ACTION:** Chair to draw up provisional hall layout taking into account stall holders plug socket requirements.

A discussion was had around snack bar provisions, including the provision of an external s'mores stand and alcohol free mulled wine for purchasing.

**ACTION:** PC to explore practicalities and costs for these outwith this meeting.

In run up to the fayre it was agreed that PC members will sell raffle tickets in the morning and afternoons. Due to office staff only starting in the office at 8.30 it was agreed that we would explore each PC member involved in ticket sales being issued a small float.

**ACTION:** Treasurer to create floats for raffle sales and distribute to PC members. Secretary to bring raffle tickets to the school.

It was agreed that 4 tickets for the Grinch breakfast will be included as a raffle prize for the Christmas Fayre

**ACTION:** 4 tickets to be set to one side for raffle

#### Grinch Supper

A discussion was held around the Grinch Supper. It was confirmed that the preferred option of the PC was for the event to provide either a hot dog or cup of soup with a mince pie or cookie, with choices to be collected at time of booking to prevent food wastage. Vice Chair to explore whether Senors or

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Mr Cappoci can donate ice cream to the event. PC members will also explore possibility of selling non-alcoholic mulled wine.

Agreed that tickets will be sold in person before and after school. Suggested cost of £5 per ticket to be agreed by PC via online vote.

Agreed that to raise additional revenue on the night we will hold a Grinch raffle (2 prizes of a Grinch hamper and a large Grinch toy), sell glow sticks/light up batons/christmas boppers, and

### **AOCH**

No other business was raised.

### **DONM**

Date of next meeting was confirmed as being the 14<sup>th</sup> of January 2025 at 6pm.