



Ruthvenfield Primary School Parent Council (SPC)

Date: 4/11/25

Time: 6pm to 8.30pm

Venue: Ruthvenfield Primary School

Attendees:

Mairi Kennedy - Headteacher (MK)

Shona Condie - Chair (SC)

Julie Jack – Tresurer (JJ)

Jonathan Storer - Secretary (JS)

Jodie Smith (JSm)

Mark Gibbs (MG)

Leanne Mudie (LM)

Kim Henderson (KH)

Apologies

Lyndsey Gibbs (LG)

Charlotte Neil (CN)

Sarah Clarke (SC)

Rowida Al Halabi (RAH)

Gillian Robertson (GR)

Gil Scrimgeour (GS)

Matters Arising

None

Treasurer's report (JJ)

- As of 30/10/25 the available balance is £3,061.26
- Costs to still go out this month
 - a) Macmillan Coffee £150
 - b) Christmas Fayre Classroom £300

- c) Christmas Fayre Gifts £200
- d) Service charges £8.50
- e) Bus petrol money for upcoming trips £50 (approx)

Headteacher's update (MK)

Staffing Update, Term 2

- Mrs Gill Scrimgeour, Principal Teacher, is continuing as Acting HT at Logiealmond Primary School 3 days per week. Attending Ruthvenfield on Thursdays and Fridays.
- Miss Molly Buchanan is continuing in P1/2 for Term 2.
- Mrs Christina Smith is covering the probationer day on Fridays in P3-5.

School Website

We have a new school website with the addition of a calendar. This is kept up to date and parents are encouraged to look there for key dates.

What's happening this term

P6/7 Netball. P4/5 Rugby, Tempest Photographer, P5-7 SKY Academy trip, Sharing the Learning Event, Dress Down Day, P6/7 Football Event, Panto and Christmas Parties. All these dates can be found on the school website calendar. Also plans for a Christmas Service.

Pupil Summary Report

These will be emailed out to families on Wednesday 12th November 2025.

Parent Contact

Taking place on Monday 17th and Wednesday 19th November. Almost all parents have booked an appointment.

Sharing the Learning Event

First one taking part on Monday 24th November 2025 from 1445 – 1530. Scottish theme.

Pupil led Committees

Starting this term. 4 committees: eco, Rights Respecting, ASN (Inclusive Environment) and Playground. This will give children opportunities to develop their leadership skills and support feedback from the Glasgow Motivation and Wellbeing Profile and support our Nurturing Schools Quality Improvement Focus.

Award Proforma from PKC

Educational Trust £72. To be spent based on certain criteria.

Mobile Phone Policy

Policy has been written in line with National and Local Guidance. MK to present to Parent Council as part of parent consultation process. SPC took the draft away to comment.

Headteacher's equipment wishlist

- MK asked for £250 sports equipment to be funded by the SPC. This was agreed to.
- MK asked for extra money for each class of the Christmas Fayre classroom. The SPC suggested that if more money is needed , then that would be looked at. The SPC agreed that £100 would be sufficient at the beginning
- MK asked for sports trophies and engraving £198.56. this was agreed but as a one off and be the last time,
- MK asked for a new screen for the hall. (approx. £50) This was agreed to
- MK asked for a mobile sound system for the hall. (approx. £349) This was agreed to

Future Proofing

- Minibus has been booked for all trips instead of booking a coach.
- Education City License has been cancelled, Sumdog Maths and grammar has spent instead
- Scots Poetry book tokens has been cancelled by MK but a quaich has been asked for (£30 approx) this was agreed to
- 8 sports trophies plus engraving to be cancelled (see above), but have large trophies instead that the school has and engraved instead (MK to source trophies and costs). SPC agreed in principle.
- £802.50 license for accelerated reading. MK asked for SPC to pay this but in return, Ruthvenfield Primary School would pay for Sumdog and Learning Journals instead. SPC agreed to look at the accounts and feedback to MK.

Christmas presents

- For the in-school Christmas party, no books to be given, instead but Santa will be present at the Fayre. Feedback to be elicited after the party on future Santa visits

PVG

- JJ and JS have their PVGs

- Events specifically for children, helpers need PVGs

ASN Network

- SC/LG went to PKC meeting and found that there were lots of parental courses. All new information will go onto the school noticeboard at the storage container

Christmas Fayre 9th Dec

ALL SPC members will be needed to man the stalls

- SC has sourced a Santa. There is no fee. MK offered to organize a booking system with boy/girl age bracket
- Sweets stall to be organized by JJ
- Tea/Coffee to be organized by LM
- Hot Chocolate Stand by KH
- KH suggested a range of craft stalls
- JSm to approach Noah's Golf for a putting stall
- JS to approach Strathearn Gin for a stall.
- MK suggested approaching Bertha Park Secondary School's ex Ruthvenfield students to help

Advertisements

- Students to design posters but be digitally distributed

Raffle Prizes

- Donations have come in for the hamper. The school will have another drive for the dress down day on the 28th November
- SC showed how Santa's Lucky Sack would work.

AOB

- LM asked for greater clarity on House membership. MK to address this and send an email to parents
- SC asked for greater clarity from the website on uniform requirements for girls.
- SC will be looking to apply for the Common Goods Fund through PKC in the future
- MK demonstrated the new school website