



Welcoming Achieving Love & Kindness ..... we are always learning and aiming high



**Our Lady of Peace Primary School  
Parent Council  
Minutes  
Date: 9<sup>th</sup> January 2025**

<b>Present:</b>	Joint Chairs: Marie Drew & Claire Kennedy Treasurer: Mary Clare Cowan Secretary: Fiona Darkin Head Teacher: Lesley-Anne Dick Depute Head Teacher: Claire McLaren Principal Teacher: John McGoldrick Others: Lisa Broadhurst	<b>Apologies:</b>	Church Rep: Gemma Scott
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<b>Agenda:</b>	<ol style="list-style-type: none"> <li>1. Welcome by chairperson and apologies</li> <li>2. Treasurer Report</li> <li>3. Headteacher Report</li> <li>4. Valentine's Disco</li> <li>5. P7 leavers</li> <li>6. Future PC meetings</li> <li>7. A.O.C.B.</li> </ol>
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<b>Discussion:</b>	<p><b>Treasurers Report:-</b>          £921.45 in Parent Association Account          £399.00 was in Parent Pay from previous Halloween Disco – Fiona Inglis to confirm how much is left (£5 per head was spent on Previous Pantomime, and half the cost of entertainer)          Remainder of money to go towards Leavers Hoodies this year (Mary Clare paid Gilmore Sports for last years' hoodies in April last year out of PC account).          Money transferred into Parent Pay should be clearly marked to ensure PC money is separate from school funds.</p> <p><b>Headteachers Report:-</b>          See PowerPoint Presentation –          'What's Happening in Term 2?' –          Issues around First Friday Mass day – 1<sup>st</sup> one having to be cancelled due to not having enough helpers to supervise walk to church          St Maximillian Kolbe House Mass has been postponed due to a funeral, but this will be rearranged          P4-7 January Retreat day – Sunday 19<sup>th</sup> January – must for registered for in advance          To confirm Primary school day for lent with Gemma Scott – date not been shared as of yet (email sent to confirm)</p> <p>Lots of celebrations and events organised including OLOP's Got Talent where additions will be arranged in the near future and Parents Night which has been arranged for the 27<sup>th</sup> March between 3.30-8.30pm.</p> <p><u>Staffing</u>          New ASNA, Antonio Guirado Burgos, starting on Monday 13<sup>th</sup> January; Miss Leanne Humphreys currently covering Miss Jamie Rankine but will move to Primary 3 to cover Mrs Emma Wright's maternity leave; Currently waiting on confirmation of a teacher to cover Miss Rankine once Mrs Wright goes off.</p> <p><u>School Improvements</u>          'Celebrating the Different Cultures within our Community' – linking to School Improvement Plan          The school has been working on establishing a working group – pupil group and parent focus group. Lots of children have been interested in joining this group, they have over 30 children currently shortlisted for this. The pupil group will seek views of children, parents and staff to agree a calendar</p>
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of events and promote events (P5-7 representation – equal representations). They will ensure the schools diverse community is represented through leadership groups. Staff and Headteacher will be involved in training around Inter-Faith and Anti-Racism.  
The school will be looking to celebrate diversity through – assemblies, cultural days/evenings, trips, performances, guest speakers, visual display, library and learning spaces, student debates and extracurricular activities.

**Valentines Disco:-**

- Let requested and approved
- Claire McLaren and Matthew Clyne – DJ’s (Previous issues with sound, therefor Nigel from Church has offered to do sound check before disco)
- Money to be collected through Parent Pay - £3 per ticket (will go out on SeeSaw) – Fiona Inglis to organise form (this worked much better and supported a smooth transition when children arrived at Disco previously)
- Fiona Inglis to print off names for disco for entry
- Claire will check prizes with Mr Clyne
- Previously feedback from Parents/Carers last year was that they would like to know prices for Tuck Shop beforehand allowing the to provide their children with a sufficient amount of money – Marie Drew will type up leaflet of prizes to be put on SeeSaw
- Post to be put on FaceBook page to ask for helpers and school to ask on SeeSaw
- Disco Set for 13<sup>th</sup> February 2025

**P7 Leavers**

Parent Council will gift Hoodies as Leavers Gift this year – 33 Leavers  
Fiona Inglis to price from Gilmour Sports and order before trip to York – Issue after Easter. School to let Parent Council know costs.

**Race Night**

Race night been organised for Friday 28<sup>th</sup> February 2025 to help raise money for York/Scarborough trip in April 2025.  
Parent Council have been asked to sponsor Race or buy a few horses. Fiona working on making poster for this.  
Letter been issues to approach business to ask about donations of Raffle Prizes. Lots of alcohol left over from Christmas which can be used towards race night prizes also.

**Future PC Meetings**

Microsoft form to be made to collect view from parents/carers to see their preference about Parent Council meetings – whether they would prefer online/ face to face/ days etc (Mary Clare will get Ross to do this) and school can put out on seesaw.

Actions	Who?	By When?
• Cost to be obtained for Leavers Hoodies	Fiona Inglis	ASAP
• Form and Poster to be made for Valentines Disco and distributed	Fiona Inglis and Marie	ASAP
• Prizes to be checked for Disco with Mr Clyne	Claire McLaren	ASAP
• Tuck Shop Prizes to be distributed to Parents/Carers	Marie Drew	Prior to disco
• Post to be created on FB and SeeSaw to ask for Parents Helpers	Fiona Inglis and Marie	Prior to disco
• Obtain prizes for Race night from Local Businesses	P7 Parents	ASAP
• Microsoft form to be created to collect parental views on Parent Council Meetings	Ross	ASAP

**Date of Next Meeting:** 6<sup>th</sup> February 2025 (TBC)