



Wallace Primary School Parent Council Minutes of meeting held Monday, 9th January 2023

Present:-

Headteacher	Susan Dalrymple (SD)
Deputy Headteacher	Lynne Docherty (LD) Diana Brooker (DB)
Chairperson	Charlotte Boyle (CB)
Treasurer	Claire Bunting (CXB)
Assistant Treasurer	Marjorie Wilson (MW)
Secretary	Antonia Aitken (AA)
Council Members	Linda McMillan (LM) Iain Stephenson (IS)

Apologies:-

Council Members	Gemma Hill Louise Moore Emma Rankin Sahrish Usman Elaine Rodgerston Kirsty Wilson
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Item of business	Action
<p><u>Headteacher's Report</u> SD confirming all pupils and staff back and settled after the festive period.</p> <p>In terms of the festive period itself, appreciation of a return to normality with nativities, parties, etc. The performances raised a bit of money with the donations bucket. The school choir performed at the Christmas lights switch on and at Braehead at the 'Festival of Choirs', as well as at School Wynd in Paisley.</p> <p>SD confirming that money on ParentPay (generated via PTC activity) was used to fund the Christmas parties, following agreement with CXB as this saved transfer of funds.</p> <p>In terms of upcoming events, there will be a Burns Day celebration on 25th January 2023. Classes throughout the school will be paired up. Children have been learning Scottish dancing. P5/6 and P6 will be hosting a Burns Supper on 31st January 2023.</p> <p>World Book Day and Fairtrade Fortnight also upcoming. Full schedule of events will be published soon via SeeSaw for all parents/carers.</p>	N/A
<p><u>Debrief following Christmas Fayre</u> Lots of positive feedback from the Christmas Fayre. The Fayre was nice and busy without being overcrowded, there was a good atmosphere. All</p>	

<p>feedback from stallholders was positive, and all were happy with the business.</p> <p>Income generated:-</p> <ul style="list-style-type: none"> - Cash sales - £3,908.31 + 10 Euros (!) - Stall holders - £120.00 <p>Expenditure:-</p> <ul style="list-style-type: none"> - Float - £400.00 - Selection boxes, etc. - £442.85 <p>Total profit = £3,192.96 (inc. exchanged Euros)</p> <p>The gifts of books, bought via the school's Scholastic account (earning commission) saved a lot of money. So there is still a healthy float.</p>	
<p><u>Fundraising aims for the year</u></p> <p>As per the request to businesses for raffle prizes, money from the Fayre is to be spent as follows:-</p> <ul style="list-style-type: none"> - ICT equipment (drones, microphones, recordable pegs, programmable toys, robots, mark-making boards and biggest expense of new smartboard) - Outdoor equipment – basketball stand, puddlesuits, wellies <p>Agreement to pledge £5 per child for school trips (322 in school, 54 in nursery) throughout the school year - £1,880.00 pledge</p>	<p>SD & DB to obtain costs and funds can be transferred for purchase of items</p> <p>SD to liaise with CXB re transfer of funds as and when required</p>
<p><u>Treasurer</u></p> <p>Current total in the bank is £6,219.</p> <p>ParentPay – balance requires to be checked, so that this can be formally recorded. All funds in ParentPay are used for school fund (i.e. for the benefit of the children).</p>	<p>SD to check ParentPay balance with office staff.</p>
<p><u>Additional income</u></p> <p>Lottery – require to circulate information about this and generate new sign-ups.</p> <p>Easy Fundraising – require to raise awareness of this, app used for purchases so that a commission is generated.</p>	<p>Promote on social media – CXB to check for information/resources to circulate. Thereafter AA can post on social media.</p>
<p><u>Spring Disco</u></p> <p>Discussion re 'Valentine's Day' and how this can have negative impact on attendance and result in low numbers, particularly for the upper school. For this reason, and taking into account proximity to Valentine's Day, agreement reached that we would host a Spring Disco instead.</p> <p>Proposed date – Thursday, 23rd March 2023. 6 – 7.15pm for P1-3, 7.30 – 8.45pm for P4-7.</p>	<p>SD to provide contact details for 'Disco Dave' and AA can check availability with him directly and liaise re cost. If he is not willing to take a payment then agreement reached</p>

<p>Consideration to be given to a theme? DB mentioned ‘shorts and shades’ theme used by another school.</p>	<p>that we would buy a voucher for local business as a thank you.</p>
<p><u>Social Media</u> Discussion of Social Media Policy, based on Connect style. All confirming content with this policy and it is accordingly formally adopted.</p> <p>LK confirming attendance at seminar. Reporting back that our social media activity is in line with other school PTCs in the area. We are not exceeding any boundaries. Comfortable that we are adhering to all guidance.</p> <p>In terms of social media posting, confirmation that AA, LK & CB are administrators. Majority (if not all) current posting is done by AA. All confirming content with this approach as it allows for consistency of style and approach. Agreement by all that access will remain restricted to AA, LK and CB.</p> <p>All content with current social media activity on both Facebook and Instagram. All encouraged by response to posts in lead up to Christmas.</p> <p>In terms of posting re discos, etc. – agreement reached that we will still post to raise awareness of discos but will not mention the specific date/time and, instead, refer parents/carers to SeeSaw for this information. We will still post on social media seeking volunteers, and will continue to vet all requests so that we know who the volunteer is and what their connection to school is (child name/class/etc.)</p>	<p>Social Media Policy has been formally adopted.</p>
<p><u>Defibrillator Training</u> DB confirming that on Wednesday, 18th January 2023 Heart Start will be attending between 3.15 – 3.45pm to provide training on defibrillator. This is open to all within the community.</p>	<p>AA to share on social media & share to ‘Elderslie Folk’ Facebook page.</p>
<p><u>Constitution</u> Discussion re Constitution. AA confirming that this is based on a document SD previously provided to her. Minor amendments in that office holders are elected at the start of each school year (as already happened in autumn 2022). All content with this constitution and it is accordingly formally adopted.</p>	<p>Constitution has been formally adopted.</p>
<p><u>Summer Fayre</u> Discussion re hosting a summer fayre. Potential for hosting this jointly with Elderslie Community Council. LM is to ascertain their attitude to this. Could involve local businesses – The Elderslie Inn (bar), Elderslie Butchers (BBQ). AA confirming has contact re bouncy castles. Mention of inflatable assault course. Decide where to hold – issue with alcohol on school property. Proposed date – weekend of 19th/20th May 2023?</p>	<p>LM to liaise with Elderslie Community Council. Once their attitude is known, decision can be taken.</p>

Next meeting:-

Tuesday, 7th February 2023 at 6pm (no childcare).