



Wallace Primary School Parent Council Minutes of AGM & meeting held Tuesday, 29th August 2023

Present:-

Headteacher	David Rigmand (DR)
Deputy Headteacher	Diana Brooker (DB) Lynne Docherty (LD)
Chair	Charlotte Boyle (CB)
Secretary	Antonia Aitken (AA)
Treasurer	Claire Bunting (CXB)
Council Members	Iain Stephenson (IS) Marjorie Wilson (MW) Natalie Burgess (NB) Jennifer Phillips (JP) Tracey Scott (TS) Lorissa Kennedy (LK)

Apologies:-

Council Members	Louise Moore Emma Rankin Linda MacMillan (Elderslie CC)
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Item of business	Action
<p><u>AGM</u></p> <p>New office holders elected:- Chair: Natalie Burgess Vice Chair: Jennifer Phillips Treasurer: Claire Bunting (returning) Secretary: Antonia Aitken (returning)</p> <p>Charlotte Boyle (former Chair), Lorissa Kennedy (former Vice Chair) and Marjorie Wilson (former Vice Chair) all formally stepping down, with thanks for their assistance over the course of school year 2022/23.</p> <p>Treasurer confirming that currently bank account holds £2,862.30. Income is received on ongoing basis from School Lottery and Easy Fundraising App. Our sponsored bounce at the end of the school year topped up funds. All monies within ParentPay were balanced at the end of the year between CXB and outgoing headteacher Susan Dalrymple.</p> <p>The total raised by the PTC within 2022/23 was £7,972.64 (of which £931.00 came from the School Lottery, £59.00 from Easy Fundraising App).</p>	<p>Advertise on social media to indicate Vice Treasurer position remains vacant.</p>

Over the course of 2022/23 the PTC arranged 3 discos (Halloween, Spring Disco and the Shorts & Shades Summer Disco); held the Christmas Fayre (which raised over £3,000 in profit); worked with the Elderslie Community Council to hold the Elderslie Summer Fayre. In terms of what was given back to the school, £5 per pupil was given towards their class trips (£1,600.00 approx.). Headphones were purchased for the school (just over £1,200.00). Christmas presents were bought for P1-3 inclusive. Balloons were bought for the nursery graduation along with ties for the new P1s and P7s were bought ties and a gift of a pen. The school were given £2,500 following the Christmas Fayre for ICT equipment and outdoor equipment for the nursery.

Headteacher's Report

Following the return to school, all staff and children have settled well.

The current school roll is 330. The nursery will be up to 54 by the time all scheduled admissions for this year have joined.

Miss Deans, NT, joined. Mr. Millar (janitor) retired over summer. John Fox has joined as the new janitor, currently splitting time with St. Anthony's. Miss Mallon has joined as additional support assistant. Lorna Quinn has been appointed in nursery. Gillian King will move to ASNA role at Auchenlodment. Accordingly, 2 support worker roles require to be filled at the ELCC.

Newsletters will be issued termly with key updates. Hoping to issue annual calendar.

Photographs start tomorrow (30th August 2023). Andy Stark is the photographer – he has been used before. P1 and P7 year group photographs will be taken as well as individual and siblings for all school.

Family learning – discussing ideas for family engagement, i.e. community bookbug. Parent volunteer form has been issued – 19 responses so far, 5 parents have opted for working with small groups, garden, etc. Information session to take place.

Extracurricular clubs will commence in September. Will be booked via Class4Kids app again.

Meet the Teacher event is to be held on Tuesday, 5th September 2023 from 3.30 – 4.30pm. Teachers are preparing presentation which will be uploaded on SeeSaw on Monday 4th, then parents can drop-in to the classrooms on the Tuesday. Following this, there will also be a P7 residential update at 4.30pm.

SeeSaw – policy to be issued ASAP, following feedback, to clarify use and expectations.

School Improvement Plan – will go live on website by 21st September 2023 along with Standards & Quality Report. 4 priorities – inclusion and wellbeing across school and ELCC (staff participated in Who Cares

<p>Scotland training during in-service days, also taking part in the Circle – focus is looking at creating classroom environment to be as inclusive as possible); learning, teaching and assessment (taking forward Talk 4 Writing again – evidence-based programme which improves writing across stages, all staff have been trained, numeracy – introducing new Renfrewshire pathways for numeracy); STEM – Royal Society project that is ongoing – have received £3K funding, predominately focuses on P6 children building a car with help from Royal Navy and Glasgow Caledonian University, Dyson kits in school; raising attainment in ELCC – links to new toolkit which allows analysis of how children are progressing ahead of moving onto P1.</p> <p>Maths Week Scotland upcoming, World Space Week, National Poetry Day, Foreign Languages.</p> <p>P5 & 6 will be starting Bikeability.</p> <p>Road Race also upcoming.</p>	
<p><u>Fundraising Aims for Year</u> Trim trail to be finalised – edging is to be priced & purchased; woodchip to be obtained. Jake King Plant Services are donating their time and equipment to dig out the trim trail. Farmer will uplift the muck. Membrane already within school.</p> <p>New smartboard(s) - £1,800.00 each (5 classes require updating)</p> <p>Assistance with residential trip for P7.</p>	
<p><u>Planned Events for 2023/24</u> 3 discos, as before – Halloween, Spring, Summer (with nursery & new P1s being invited to latter as before)</p> <p>Further sponsored event – bounce? Colour run?</p> <p>Christmas Fayre to take place first Saturday in December – see below.</p>	
<p><u>Summer Fayre 2023</u> £500 payment from Elderslie Community Council yet to be received. CB requested payment last week and CXB thereafter forwarded bank details over to Elderslie CC Treasurer for payment.</p>	<p>Subsequent to meeting this has now been received, with thanks.</p>
<p><u>Issues within P2/playground</u> Following requests from P2 parents, AA raising the issue of P2 behaviour – particularly within the playground. The school are already aware of this issue and DB has spoken with the class to confirm what is expected of them, remind them of the school values and provided ideas as to what games would be more appropriate and acceptable. The P6s and P7s will have an increased presence within the area to assist with monitoring. PE lessons will also contain suggestions for games that could be played within the playground. In terms of resources, DR and DB</p>	

<p>confirming that the area of the playground P2 are within (same as P1) has the most equipment – trim trail, ship, train, drawings on the ground, equipment left out by nursery for use. School will continue to monitor.</p>	
<p><u>Generation of Funds</u> Following a suggestion from a parent, issue of placing advertisements from small/local busienseses within newsletter was raised. Unfortunately, this is prohibited by the local authority so cannot be done.</p> <p>AA providing update on the School Lottery: at present 63 tickets (up 12 within the last month), which generates £1,310 annually. Total funds raised to date via school lottery £6,519.20.</p>	<p>Prohibited by local authority.</p> <p>AA will continue to advertise periodically on social media and this can also be shared via SeeSaw.</p>
<p><u>Christmas Fayre</u> Christmas Fayre is to be held on Saturday, 2nd December 2023 within the school.</p> <p>Cost for a stall will be as before: £10 + donation for raffle</p> <p>Santa – will speak to ECC, as they may have individual who is happy to assist.</p> <p>CXB confirming that we have a stock of prizes for any games tables (usually run by P6s and P7s).</p> <p>Raffle prizes to be ingathered. Again, we will do a bag drop for raffle tickets so that anyone unable to attend can still purchase.</p> <p>Donations will be collected for tombola, bottle and chocolate stalls. These will be in exchange for own clothes day on Friday, 24th November 2023.</p> <p>LK confirming that there are still sufficient resources for reindeer food stall, although due to pre-existing commitment she cannot man that stall this year.</p> <p>Discussing further stall for P7 to raise funds for P7 trip – previously did a Christmas Jumper stall?</p>	<p>AA will begin contacting list of stallholders from previous fayres.</p>
<p><u>AOB</u> Query raised regarding the school bus and fact that there is no warden on the return journey. DR confirming unfortunately there is no requirement on bus company/local authority to provide a warden.</p> <p>Query raised re lack of crossing assistant at Renshaw Road over the last week. This will be looked into.</p>	<p>DR to confirm</p>

Dates for diary

PTC Meeting - Wednesday, 27th September 2023 – 3pm

PTC Meeting - Tuesday, 7th November 2023 – 6pm

PTC Meeting - Tuesday, 28th November 2023 – 3pm

Halloween Disco – Thursday, 26th October 2023

Christmas Fayre – Saturday, 2nd December 2023

Spring Disco – Thursday, 21st March 2023

Shorts & Shades – Thursday, 13th June 2023

**CXB to confirm lets
with local authority**

**AA to confirm disco
dates with 'Disco
Dave'**

Next full meeting:-

Wednesday, 27th September 2023 @ 3pm (childcare provided)