



Wallace Primary School Parent Council Minutes of meeting held Tuesday, 7th November 2023

Present:-

Headteacher	David Rigmand (DR)
Depute Headteachers	Lynn Docherty (LD) Diana Brooker (DB)
Chair	Natalie Burgess (NB)
Vice Chair	Jennifer Phillips (JP)
Secretary	Antonia Aitken (AA)
Treasurer	Claire Bunting (CB)
Council Members	Kirsty Thornton Sammie Kane Isabel Gordon Lorissa Kennedy Emma Rankin Tracy Scott

Apologies:-

Council Members	Linda MacMillan Charlotte Boyle Marjorie Wilson Iain Stephenson Louise Moore
-----------------	--

Item of business	Action
<p><u>Head Teacher’s Report</u></p> <p>Halloween Disco was a success – children well-behaved, good feedback on Disco Dave, P1s settled quicker (attributed in part to their attendance at Shorts + Shades Disco in June).</p> <p>Staffing update – ASNA Miss Mallon moving to St. Davids as a keyworker, looking to appoint new ASNA. Have now appointed a Health and Wellbeing Assistant – Keith McFadyen, starting within the next few weeks – focuses on learning through sport and developing social skills. Appointed 2 new support workers in ELCC - Gillian and Tice, joined last week. Angela Klar has also joined ELCC.</p> <p>Family learning – NB has been leading drama club. Home learning bags going home from ELCC this week. One parent looking to start football club for P1-3 in the new year – 6-week blocks, moving through the school. Cricket professional is going to come in and run a club in the new year.</p> <p>Book Week Scotland and Anti-Bullying Week is next week. Parents have been invited in to read and to enjoy reading experience with child next Thursday (1 adult per child). Theme is “Link Up to Listen Up”.</p>	

<p>Newsletter to be issued shortly.</p> <p>Healthy number of parent volunteers now – supporting whole school cinema trip tomorrow (08/11).</p> <p>Students in the school at present. Will also be having a student from Czech Republic via Erasmus programme in the near future.</p> <p>Extra-curricular clubs – netball team have been excelling (no losses).</p> <p>P7 residential – deposit has now been paid. Currently 32 children attending.</p> <p>SeeSaw – offering drop-in sessions at Parents’ Evening to answer any queries about uploading work or accessing SeeSaw.</p> <p>Upcoming events – Parents Evening on Thursday (9th November), whole school cinema trip on Wednesday (8th November), P6 beginning project to build a car within the next couple of weeks (Renfrewshire-wide project), Royal Navy STEM day on 23rd November 2023 for some of the upper school, non-uniform day 24th November 2023 for tombola donations, Christmas Fayre 2nd December 2023, lower school nativity on 7th December 2023, choir performance at town hall on 14th December 2023, ELCC nativity 17th December 2023, Christmas service at Kirk on 19th December 2023, non-uniform on 22nd December 2023.</p> <p>Positive relationships policy – policy will be on display on a board at parents’ evening, parents can give feedback. Thereafter discussion with staff to follow.</p> <p>ELCC have secured a container from Malcolms – “Forest HQ”. New Facebook page – Wallace ELCC (locked out of the old one). Looking for flooring, storage and chairs.</p>	<p>AA to share request for items</p>
<p><u>Treasurer’s Report</u> £3,876.44 – balance as at 7th November 2023. Nothing outstanding to be deducted beyond hall hire for Halloween Disco.</p> <p>As of 6th November 2023, we have 80 active tickets for the School Lottery (up 28 from last month) – which puts us on track to raise £1,081.20 this year.</p>	
<p><u>Community Building/Family Connections/Growing PTC</u> AA discussing treasure trail (previously organised in lockdown and then in conjunction with Elderslie Butchers over Easter weekend). Positive feedback on this idea – try to do this at the beginning of the year, low cost activity for families. Discussing having a Scottish theme/tying in with Burns Night. Goodie bag/prize could contain Scottish treats – i.e. tablet, etc.</p>	<p>AA will review previous treasure trails and come up with base for this one.</p>
<p><u>Christmas Fayre</u> Letter has been drafted by AA to circulate for raffle donations. DR has confirmed approval of this draft.</p>	

<p>AA confirming that as yet we haven't actively advertised for stall holders but we do already have 13 stall-holders confirmed. Will advertise and see if there are any more. Stalls will be within gym hall, and some on stage if additional space required.</p> <p>Non-uniform day is to take place on Friday, 24th November 2024 in exchange for tombola donations. This has been advertised on Facebook and Instagram today. AA can send on graphic to DR to circulate on SeeSaw. Volunteers will be required to man bottle stand, chocolate stand, filled mugs, etc. These stalls will be on the stage.</p> <p>Games stalls – we need volunteers from P6 and P7. CB will top up prizes. CB will check container for games. Usually use P7 classroom for this.</p> <p>Christmas jumper stall – previously run by Eco Committee. Agreed that we would run this again. Families can donate Christmas jumpers, t-shirts, etc. in run up to the Fayre. Can be purchased at low cost. DB will assist in overseeing this.</p> <p>Reindeer food – LK bought supplies for last year's Fayre and there are plenty left. Volunteer(s) will be required to run this craft stall. This is likely to be located within the nursery.</p> <p>Facepainting – DB will do this, assisted by TS. Buy stencils to make it quicker. This will be located next to Christmas jumper stall.</p> <p>Santa – as yet we do not have a Santa. DB will check with School Santa and confirm whether he is available to assist. Grotto will be within the nursery.</p> <p>Refreshments – will require to pick up tea, coffee, biscuits, mince pies nearer the time. We have sufficient diluting juice. Volunteers will be required to man this. This will be within the canteen.</p> <p>Entry - £2 per adult, children free. Volunteer will be required to man the door.</p> <p>CB confirming that whole school let is in (excluding kitchen). We will have access from 8.30am. AA confirming stall holders will be requested to attend from around 9am to set up.</p>	<p>AA to continue social media posts to raise awareness of Fayre, seek raffle donations, advertise raffle prizes/tickets in due course, reminder re tombola donations, seek stall holders & volunteers.</p> <p>DB to liaise with "School Santa" to confirm whether available.</p>
<p><u>Christmas Gifts</u> At previous meeting it was agreed that books are to be purchased for the Christmas gifts for lower school. School can place order via Scholastic – they will receive a discount and commission (money back for school to spend on books for library). Teaching staff have been asked for input to select appropriate books. Thereafter these can be ordered. Date to be arranged for wrapping.</p>	<p>DR to liaise with teaching staff so that order can be placed. Thereafter CB can transfer funds for invoice.</p>
<p><u>Ideas for parental feedback for PTC</u> Previously PTC issued their own newsletter – discussion over doing this again. It could be distributed via SeeSaw.</p>	

<p>DR includes brief update from PTC in newsletter.</p> <p>AA confirming social media posts reminding of PTC meetings. Shared into any What's App groups for PTC, volunteers, etc.</p> <p>Discussing SeeSaw post week before meeting – perhaps containing a link to a form for any issues to be raised (option to raise anonymously).</p> <p>Discussing having a stand at parents' evening – potentially too short notice for this one but could do at next parents' evening in the spring.</p> <p>Discussing use of a survey for feedback on PTC.</p>	<p>NB to draft form for potential circulation.</p> <p>DB will check – may have been a previous survey. If so, will forward on to NB.</p>
<p><u>Own Yer Bike Initiative</u> May no longer be viable due to lack of funding.</p> <p>Confirming that school currently has stock of 7 bikes available for those doing bikeability – some in need of repair.</p> <p>Elderslie Upcycle – plea for bikes and balance bikes, trikes.</p>	<p>CB has a contact who may assist in repairing current stock.</p> <p>AA to post on Elderslie Upcycle/social media for donations.</p>
<p><u>AOB</u> School bells – SFO assisting to resolve issues in relation to timing of school bells, duration of bell, etc.</p> <p>Following a request from a parent raising the issue of the school bus to Castlehead. Policy states that you must reside more than 2 miles from the school to be eligible. It would appear that Roundhill Drive, Newton Avenue & Newton Drive are exempt from the school bus to Castlehead. This has caused a variety of issues. Temporary solution of a 'privilege pass' being granted but this may be revoked at any time. Councillor McMillan has been made aware of the issue. It will be raised at Elderslie Community Council meeting this evening. A petition is being started. Any assistance that can be provided for this would be appreciated – likely to impact on Wallace Primary pupils in the future.</p> <p>Following a request from a parent confirming that school will attend at church for future services. Discussion around harvest service taking place within the school – this was for logistical reasons (poor weather, obtaining sufficient volunteers to chaperone, etc). Christmas service will take place within Elderslie Kirk.</p> <p>LK querying which grants/funding we might wish to apply for this year. Discussing Glasgow Airport Flight Path Fund & National Lottery. Wishlist remains ICT, outdoor equipment, kitchen – new cooker.</p>	<p>LD confirming policy with Council. Rare for privilege passes to be revoked. Wallace has no locus to assist – will require to go to Castlehead/their PTC and Council directly. AA can share any petition, if required, on our social media.</p> <p>LK will explore.</p>

Discussing painting of school railings – paint is there. Volunteers required.

Update re trim trail – individual identified to assist in digging out trim trail unfortunately suffered a recent heart attack and therefore we will revisit this in the new year once he has recovered. He had already confirmed contact with a farmer to remove muck (DB wishing to retain some for nursery). Bark will be able to provided at fairly short notice. Membrane is already there. Edging to be purchased.

Request volunteers in the new year when we have slightly better weather.

Next meeting (final arrangements for Christmas Fayre only):-

Tuesday, 28th November 2023 at 3pm (childcare provided).

Next full meeting:-

Tuesday, 23rd January 2024 at 3pm (childcare provided).