

WOODLANDS PRIMARY SCHOOL PARENT COUNCIL

MINUTES OF MEETING HELD 3 OCTOBER 2023

1. PRESENT

Linda Berry (Head Teacher), Laura Syme (Chairperson), Lorraine Brown (Secretary), Lorraine Poole (Vice-Chairperson), Yvonne McAllister (Vice-Secretary), Hollie Hampsey (Vice-Treasurer), Jill Jarvie, Claire Moir, Amanda Reynolds

2. APOLOGIES

Pauline Brown (Treasurer), Pamela Lingard, Jillian Kerr, Karen Tweedy, Karen Riley, Jennifer McDonald

3. WELCOME

Laura Syme gave everyone at the meeting a warm welcome.

4. HEAD TEACHER'S REPORT

The website has been updated and the minutes of the previous meetings are on it. The new school newsletter went out Monday 2 October 2023. The school has launched a new appointment booking system, which parents will be able to provide feedback on at a later date. This will simplify booking appointments for parents that need to book in regard to more than one child. The buddy bench is in the little ones' playground and will be launched Thursday 5 October 2023.

5. TREASURER'S REPORT

Linda Berry informed the parent council that the treasurer had reported to her that there have been issues with the bank account over the summer period, and that these are being investigated by a third party. The bank card has now been cancelled but we need to clarify with Pauline whether or not a new one has been issued yet.

6. ADDITIONAL SUPPORT NEEDS

A new ASNA starts 4 October 2023, but they have no braille training. The school is liaising with the Sensory Impairment Team on this issue at the moment and both the school and Renfrewshire Council are exploring every avenue to rectify this situation.

Personal Support Plans for every pupil that needs one are almost complete, then the school are moving onto Team Around the Child meetings, again for those that require them.

7. DISCO

The parent council needs to arrange a planning day. Volunteers are very much needed (minimum of 12 per disco). Laura Syme asked Linda Berry to reiterate to parents about behaviour and that the disco is a parent council event, not a school one.

The disco's are going to be P1 – P3 for the first disco and P5 – P7 for the second disco, with P4 having the choice over which disco they wish to attend. (It is strictly one disco per child). Tuck bags will be issued at the P1 – P3 disco, and this is reflected in the ticket price (£2.50 per child). The parent council will run a tuck shop at the P5 – P7 disco. The price for the P5 – P7 disco is £1.50. The P1 – P3 disco is from 6pm – 7pm and the P5 – P7 disco is from 7.30pm – 8.30pm. The doors open at 5.45pm.

There will be a sensory room available for the child that require it.

The parent council needs to book the rooms previous to the disco.

An updated emergency contact survey will require to be conducted before the disco and the parent council needs to check the decorations. The lights appear to have been moved and may be in the storage cupboard (F002).

The tuck bags need to be made up before the disco - Linda Berry will book a room for this purpose. Laura Syme will ask Pauline Brown if she can do a cash and carry run, and she will be happy to help. The disco is stand-alone at the moment, so only require enough for the tuck bags and tuck shop for this disco.

If games are being done, parent council and volunteers need to be 'on the ball' and the games need to be done at both disco's.

Laura Syme has extended an invitation to any teaching staff who wish to come along as volunteers to help as well.

COSTUME SWAP-SHOP

Donations are required. The parent council will decide whether to hold the swap-shop before or after the disco depending on what comes in.

BUDDY BENCH

As stated previously, this will be launched on Thursday 5 October and 9am.

ENGAGE RENFREWSHIRE

To be discussed at next meeting.

BAKE SALE

This takes place on 20 December 2023, at the school's two Christmas assemblies. The parent council needs to plan for the bake sale, asking people to bake for it. Bakers are required to provide a list of ingredients, and the parent council must stipulate that there are to be no nuts or nut products in the ingredients.