

WOODLANDS PRIMARY SCHOOL PARENT COUNCIL

MINUTES OF MEETING MONDAY 26TH FEBRUARY 2024

VENUE: WOODLANDS PRIMARY SCHOOL GYM HALL

TIME: 7.15PM TO 8.15PM

Present - Laura Syme, Lorraine Brown, Yvonne Mcallister, Hollie Hampsay, Karen Reilly, Linda Berry (HT) Jennifer Gibney (DHT), Cheryl McLean, Karen Tweedy, Amanda Reynolds, Maureen Lynn, Claire Mcallister.

Apologies - Lorraine Poole, Pamela Lingard

1. Welcome

Laura Syme welcomed everyone to the meeting and introduced the role bearers, who are as follows:

Chairperson: Laura Syme

Vice-Chairperson: Lorraine Poole

Secretary: Lorraine Brown

Vice-Secretary: Yvonne McAllister

She then introduced the new treasurer and new Vice treasurer, who are as follows:

New Treasurer: Hollie Hampsey

New Vice-Treasurer: Karen Riley

2. Head Teacher's Report

Playground repairs – all repairs are complete, with the exception of climbing frame at back gate.

Local Authority Quality Assurance – Awaiting report. The assessors went into classes, the playground and lunch hall, engaging with the children and the teachers. They are working on the evaluation, School Improvement Plan and Pupil Equity Fund.

The new school values were launched, and these are Kind, Committed and Inclusive.

A local artist will have their work displayed in school.

The school is going to train some senior pupils to be Playground Buddies and these will be helping the younger children with play and to resolve problems. They will be wearing hi-viz vests.

The school calendar has been updated showing that the school closes for summer on the 27th of June 2024 and not the 28th.

The Primary 7 Leavers Event will be on the 26th of June 2024.

Pitch – the school won't be used over the summer by the summer camp because Amey are fixing the pitch.

3. Treasurer's Report

Hollie Hampsey has taken over as Treasurer.. She has extensive previous experience managing business bank accounts and currently works as a manager in tesco, where she works in the cash office amongst various other managerial duties.

She has opened a new parent council bank account with the bank she used to work for. Both herself and Karen Riley are signatories on the new bank account and she will give viewing rights to the rest of the parent council, in order to have lots of eyes on the account. This is to ensure transparency and minimise the chance of issues happening.

There has been no parent council meeting since before the bake sale. We raised £226 at the bake sale and £100 at the raffle, and these sums will go straight into the new bank account.

Outgoings: venue hire for tonight's meeting - £24
Venue hire for the Halloween disco - £24

The sum of £1650 was stolen from the parent council bank account over a period of 8 days in September 2023. The parent council were informed of this at the parent council meeting on 3 October 2023 by Mrs Berry. Over the next few weeks we tried to get as much information about the theft as possible. Hollie Hampsey called the police, but since it was more than a month after the theft by that time, there was no cctv evidence. Therefore, no-one has been charged. The bank is also not refunding the money because the pin number had been disclosed.

No parent council role bearers and members, past or present, were involved in the theft in any way.

Getting a second signatory on the old bank account has take longer than expected.

Laura Syme empathised with the parent body's reaction to the theft, saying that the parent council felt the same way. We worked hard to raise the money and it got stolen from all of us and the children.

Laura Syme also stated that the Treasurer's role is a volunteer role and needs an element of trust.

Hollie Hampsey explained the things we donate to in the school and that we always donate to Primary 7 leavers events. She also reiterated that volunteers are needed for events because we can't run them without them, and that everyone with a child at the school is welcome to attend parent council meetings. She also said that parents need to be reassured that there is still a healthy bank balance, with £2169 in the account, before we add the bake sale, raffle and disco money.

The parent council needs the continued support of the parents to raise money in order to increase the funds.

Linda Berry said the the parent council events are a lot of work and that a lot of hard effort goes in behind the scenes

Some other parents came tonight that can't usually manage along during the day due to work commitments.

4. Lunches

Some children are eating their packed lunches outside, even in the winter. They are encouraged to eat indoors but they don't have to.

5. Hoodies

Mrs Berry hopes they are here by April as she doesn't want to be receiving them mid-May.

Sixteen people hadn't decided which names were to go on the hoodies, that is the reason for the delay. Jillian Kerr has been asking since May last year to get the hoodies put on parent pay. There have also been no text messages regarding the hoodies. The Senior Leadership Team need to put the hoodies on the collegiate calendar.

6. Communication

There also seems to be a breakdown in communication between the Senior Leadership Team and the front office.

7. Any Other Business

There is not a huge turnout at discos. We're cutting down to one at the beginning of the school year and one at the end

Helpers are needed to help run MayFayre this year.

We can have one-off fundraising days.

Jillian Kerr suggested an evening fundraiser.

Lorraine Brown suggested asking parents for fundraising ideas that they would like to see.

A poll of parents was suggested to see who would come to meetings at different times of day.