

Parent Forum Annual General Meeting Minutes

Monday 4th September 2023 6:30pm

Present – Rona Sales, Leona Grains, Denise Johnson, Steven Robertson, Charlotte Allam, Amy Irvine, Louise Malcolmson, Karen Hay, Allison Christie, Vaila Wallace, Abbey Thompson, Tori Johnson

1. Apologies – Laura Hay, Carol Nicol, Dawn Leask and Jenni Spall.
2. Approval of minutes – Karen Hay, Allison Christie
3. Election of office bearers – Chair – vacant – usually the Parent Council Chair is the also The Parent Forum Chair. The Chair for The Parent Council will be decided at the Parent Council Annual General Meeting on Thursday 14th September 2023.

Secretary – Rona Johnson

Treasurer – Abbey Thompson

Thank you to our previous office bearers Amy Irvine (Chair) and Tori Johnson (secretary) for their time and contribution.

4. Annual report of the Parent Council was written by the Chair Amy Irvine and has been emailed out for all parents/carers to read at their leisure.
5. The date for The Lunnasting Parent Council Annual General Meeting has been set for Thursday 14th September at 6:30pm this is for the elected members of the parent council and staff and co-opted members.
6. The New elected Lunnasting Parent Council members at Charlotte Allam, Allison Christie, Louise Manson and Carol Nicol.
7. Abbey updated the meeting on the treasurer report. Highlighting that the money taken in from the raffle on the night of the Halloween and Christmas Party pay for the party themselves with a grain of money to add to the parent forum account. And that for the pantomime the parent forum paid for 21 tickets for the children who attend Lunnasting Primary and Early Years. Water bottles had been bought last year 2022 for the new P1 starts but now children are to take in their own bottles this will not be included another year. Fiona's retirement party cost £.....
8. Charlotte Allam and Steven Robertson updated us with The Garden Gang. The mud kitchen has been delivered and is in place. The mud kitchen price was £935.00. The Sunday teas raised a fantastic £1,591.00. They received a cheque from the Nesting and Lunnasting Community Council Grant process for £500.00. This money has been added to the Parent Council Bank account as the Garden Gang as a sub committee of this. The next step the Garden gang were taking was looking into some new play equipment for the garden such as a low level adventure trail to replace the one that was removed due to being condemned and possibly an embankment slide and monkey bars. Whilst doing this and speaking with various Shetland Council employees it came to their light that the council cannot endorse or insure items that have not been bought and installed by the council. This changes things and brings the Garden Gangs involvement with the play equipment to a stop and has now been passed back to the School and has been taken on by Mrs Malcolmson. Charlotte has applied for the Tesco Stronger starts, this can take anything from 12-18months. Charlotte has also emailed Scottish and Southern Energy regarding their grants, but has yet to receive a reply. Charlotte is holding off on contacting Viking Energy due to the Shetland Council requirements of buying and installing. Charlotte

is meeting with John Simpson regarding the windmill as it is 20+ years old and the school does not benefit from its electricity, discussions to proceed as to its safety and benefits to the school.

9. Fundraising ideas have been discussed with a movie social night going to be organised by The garden gang, a Vidlin Phonebook to be organised by Tori Johnson, Leona Grains and Denise Johnson. A local Cook Book to be organised by Abbey Thompson and Allison Christie. A Sunday Teas and Christmas market as well as a Variety Concert have been noted and will be looked at after the October Holidays. If any other parent/carer has a fundraising idea we would love to hear them.
10. Voar redd Up – The uptake of the Voar redd up has been dwindling over the years. It has been decided that the School will take on this role and will organise for the children to take part and it will include the community as well.
11. The Halloween Party date has been set for Sunday 5th November 2023 – this will coincide with Bonfire night. Tori Johnson will speak with Grant Johnson to discuss. The party will be at 4-6pm. Under 5's will organise the food for sale, The parent Forum will do the raffle, The cost of the hall hire will be split between the Parent Forum and The Under 5's. If the weather is nice a Neepey Lantern walk from the Hall to the Marina will take place at 6pm to watch the light up at 6:30pm. The Parents of the 2 oldest classes organise the party. This year it is P7 and P5 as there are no P6's.
12. The date for the Christmas Party has been set for Sunday 10th December 2023 for a 6pm start. The Parents of the 2 oldest classes organise the party. This year it is P7 and P5 as there are no P6's.
13. Pantomime – This years Panto is Ali Baba and Twa Tree Thieves. Slips will be coming home in school bags once we know dates for people who would like to go and see it.
14. Parents Evening and Curriculum Evening – A sit down parents evening will be set for November with options for Afternoon and Evening slots and a child lead evening will be in May/June time.
15. Blythswood Shoebox appeal – the school has received an email regarding this, and someone will be coming out soon to speak to the children. The school will be taking on the Shoe box appeal. Items will be requested from parents/carers and the pupils will make up the boxes at school. More information to follow.
16. Information cascade – this has been set up in the past to get information out regarding school closures etc in the past. Louise Malcolmson has stated that Due to General Data Protection Regulations she has been advised to speak to the Legal department and the Information cascade has been scrapped. Any closures etc will be announced from staff in the future.
17. Uniforms – Louise Malcolmson has found some Lunnasting Jackets in a cupboard. These were previously used when the children went on their school trip south. This led to a discussion regarding the school uniforms and how to encourage the children to wear them and to keep costs down for families. Mrs Malcolmson is going to speak to the pupils to get their views and then will take it on from there. She will keep all parents/carers informed of any changes. Leaver's hoodies were also mentioned as a memento for leavers to take with them.

18. Facebook Group – Mrs Malcolmson has been advised to change the name of the Facebook Group so as not to be associated with The Shetland Islands Council. The Group has now been Named Lunnasting Primary Parent Council. This led onto a comment from Denise Johnson that she has noticed some inconsistencies with how she has received information in the past ranging from through social media, email and letters. Mrs Malcolmson replied that the school will look into this.
19. Any Other Business – Tori Johnson brought up that since her son has started at The Brae High School, she has been informed that the Maths Teacher of the Brae High School informs The Brae Primary 7 teachers of what calculators to buy the P7 leavers for High School Maths. Tori said she would speak with the teacher and ask that Lunnasting Primary be informed and other feeder school as this is important information for New secondary pupils to receive. Mrs Malcolmson said that in the past she had bought her P7 leavers a new scientific calculator and a USB stick to take their schoolwork with them and to be used in the secondary department at their school. All present thought this was a good idea.

Allison Christie has suggested that the final week of School before the Christmas holidays can be quite full on and busy. Could we possibly streamline/reduce the number of things on to have a more relaxed final week of the term. Mrs Malcolmson to look into this. As the Christmas Party is the 10th of December this will hopefully help with this.

Karen Hay brought up school trips. There used to be an Edinburgh school trip that happened every 3 years. Mrs Malcolmson said that at her last school they had stopped these post pandemic and as she is a mother of a young child herself she would not be taking any trips south, but if any staff and parents wished to fundraise and organise then they are welcome to do so. Karen Hay then suggested a local trip that possibly included other feeder schools in the north mainland area. All present thought this was a good idea and Mrs Malcolmson said she would take this idea to a Head Teacher cluster meeting to discuss with the other schools.

Mrs Malcolmson asked for more information on the Christmas Card Delivery fundraiser. Allison Christie explained that a box is put to the shop with a price per card. People can put their cards and money in the box. The box is collected and then organised and delivered through pupils and volunteers. This is a School Fundraiser and not associated with The Parent Forum and Parent Council.

As there were no other business the meeting concluded at 20:26

Tori Johnson

Parent Forum Secretary