



Minutes of the Dunrossness Parent Council Meeting

15th April 2024

Dunrossness Primary School



Present

Sam Adamson (Chair)
Louise Leslie (Acting Head Teacher)
Brenda Smith
Catherine Puxley
Judith Fenton (Secretary)
Katrina Jamieson

1. Welcome and Apologies

Sam Adamson welcomed everyone to the meeting.

Apologies – Jolene Johnson and Sarah Green

2. Approved Minutes of Last Meeting

Cath approved the minutes from last meeting, Katrina seconded.

Agreed to note the missing minute from March 2023 and agreed to progress with uploading what we have.

Brenda Smith to check with Tracey Langley RE Glow Access so that we can upload the minutes and other documents for parent council.

Noted change of Parent Council email address to: parentcouncildunrossness@gmail.com

3. Matters Arising

Katrina was nominated as Treasurer by Sam Adamson, Catheryn Puxley seconded.

Noted thanks to Katrina for agreeing to take on this role, and the value her experience will bring.

Constitution – pushed back to next meeting as redraft not yet circulated – Sam to progress and commitment to have this signed off before the end of the school year.

Noted that the recruitment process for the Head Teacher is underway with interviews scheduled early May 2024. Confirmed that members of the parent council will form part of the recruitment process as per SIC procedures.

4. Accounts



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Owing to changing persons, we currently have no historic accounts.

We have 2022/23 accounts.

This has caused real challenges to the functionality of the Parent Council.

We have been advised by Dawn Ratter in the SIC that if we cannot present audited accounts for 2021/22 and 2022/23 we have to repay the £170 Grant which was used to pay the Clerk (currently on maternity leave).

In relation to our Bank Account – none of us have access to this.

We need to move to change this. Agreed to approach current signatories to try to resolve this.

Katrina will look into what forms we need and approach who we believe to be the current named persons to have them opt out.

Advised that the bank statements presently go to the school so Louise is to look into this and pass on any to Katrina, who will change the address for this.

5. Playground Improvements

Our application form is ready to go to Viking Energy, but we still need accounts to go with this. In summary, the grant is to erect two polytunnels that can be used as outdoor learning and play spaces.

The Parent Council has allocated £6000 approx. of monies from fundraising towards the playground.

The Parent Council has sourced pallets, the development of a Mud Kitchen area, pots and pans and some large tractor tyres.

Cecil Tait (Paperwork) has approached the parent council to ask if he can support in some way and will be building a low level climbing wall and some wooden balance beams (under 66mm). He may also be happy to support the building of a frame so that we can create a pupil art mural for outside the school. The parent council has funds to support the cost of materials for this.

The fences need repainting, and the SIC will purchase the paint for this.

The school has made an application to the Zetland Trust application to purchase items for inside the polytunnels.



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Members proposed some 'Family Days of Action' where parents, carers and bairns could come to the school to help out with painting, planting and tidying the school playground area. Members felt that two half day sessions during the holidays would be best. We hope that the janitor, Trevor Jamieson, may also be able to come along. Dates TBC but currently considering: one w/b 15th July; one w/b 29th July 2024. Weekdays.

6. School Lunches

New school lunches started today. A number of questions were raised by parents and carers and these will be sent on behalf of PC to Neal Beaty.

As soon as we have responses, the parent council will share these.

Members noted that whilst the menu is planned centrally, local variances do exist in respect of food items offered to bairns.

7. Head Teacher Report

The Head Teacher report is appended to the minute.

Louise shared that her reflection is that last term was successful, parents felt quite welcomed and there were a number of opportunities for parents to come in to or take part in events, such as SMUHA, which was a real success.

The family lunches worked well and the school hopes to run one for parents and carers of nursery bairns who are transitioning in to P1, later this term.

Louise noted her appreciation for the parent helpers in the library sharing that it is making a lot of difference, there are around 5 parents who regularly attend.

There are some staffing changes this term:

Miss Lisa Davis has joined the nursery team (covering Miss McKay maternity leave)

Miss Moar and Mrs Leslie continue in their working arrangement.

Gina Inkster has resigned from her 2 day per week music teacher role. The school is hopeful there will be a recruitment to replace this in the future.

Trevor Jamieson has joined as our janitor doing 14 hours p/wk, and is settling in really well with everyone.

Next year, there will be 10 P7s leaving the school and 15 P1s coming in which will take the school roll to 89.



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Louise shared that there is a keenness to use the school spaces for more than just school. As most children take the bus to school there is limited opportunity for parents to speak and make connections, there may be ways to create space – one option may be creating a pop up café in NOOSC that could be open to the wider community.

The hall has shared the positive feedback they received on the art displays that were put up for SMUHA and the school is looking to do this more. The hall committee is very supportive of the school and the parent council, and therefore we hope for more ways to work together going forward.

8. Fundraising

Events that have happened:

Pizza and Quiz Night

- Was a real success ☺ and a really lovely mix of folk were there
- We made £515 after costs

SMUHA

- made £247 at the lunches

Events coming up:

Summer Gala – 22nd June 2024

- Planning underway for this – hall and playing fields are booked
- Plan to have competitions for the bairns – photography; baking; making: request that the school encourages children to get involved.

Christmas Concert

- Looking ahead, suggestion of doing one performance in the evening and the parent council could offer mince pies and mulled wine, encouraging parents to stick around once it finishes.

9. AOCB

- Some members to meet to progress the admin, finance, and housekeeping actions with a view to having these in order by end of school year.
- Intention to hold an informal meeting towards the end of term to update on the actions today.
- Members will meet fairly regularly this term to plan the Gala etc.
- Parent Council will prepare and deliver lunch to all school staff as last year, suggested date Tuesday 25th June on the last week of term: Louise to confirm and check any dietary requirements.



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- Thanks noted from Brenda Smith for all we do.

10. Date of Next Meeting

This will be in August and will be our AGM.

Proposed date of 27th August 2024 – invites will go out two weeks in advance.

1830 AGM

1900 PC Meeting