**High Blantyre Primary School Parent Council**

1 November 2023 6:00pm

High Blantyre Primary School, Broompark Road, Blantyre, G72 9SH

1. **Welcome and** **apologies**

Those in attendance were welcomed to the meeting by the Chair, Susan and apologies were provided by the Secretary Ruth and are outlined below.

**In attendance:**

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| --- | --- | --- |
| Susan Lindner-Kelly (Chair) | Ruth Gebbie (Secretary) | Cara Rice (Treasurer & Vice-Chair) |
| Mrs Helsby (Headteacher) | Ms McLean | Laura Glendinning |
| Jill McDade | Lauren Paterson | Jennifer McIntosh |
| Rev Jim Murphy | Jane Stewart  | Ms McKinlay |
| Allan Morgan |  |  |

**Apologies:**

|  |  |  |
| --- | --- | --- |
| Tracy Smith | Jane Paterson | Ms Sliman |
| Stuart McIntosh | Gillian Gillies | Ali O’Donnell |
| Lisa Grant | Julz McCallum | Jordan Mason |
| Cllr Bert Thomson | Cllr Mo Razzaq |  |

 The Parent Council members passed on their condolences to member Tracy Smith due to her recent bereavement and Jill confirmed that flowers had been sent.

1. **Approval of draft minutes – 12 October 2023**

The following updates were then provided for outstanding actions: -

1. Since the last meeting Susan has spoken to Jim F and it was confirmed that someone else was buying them memory bears. Following discussion, it was agreed that we would purchase a £150 voucher for Leonardo’s and C**ara will collect this on 2 November.**
2. **Outdoor gym maintenance- this is ongoing.**
3. Mrs Helsby confirmed that two parents can pay separately to the same ParentPay account.
4. KFC music instruction grant- we have been invited to the second stage of the grant process.
5. T**he Parent Council will pay the outstanding balance to Blossoms for the missing blazers. We will also contact them regarding the P7 leavers hoodies.**
6. Susan met with Ms Mclean and Ms McKinlay regarding the playground parts, and it **was agreed that we would wait to hear back from the supplier before deciding on loose parts and sand pit.**
7. **Photos of the fence for the basketball hoops has been sent to Sportsafe and we are awaiting a reply.**
8. An appeal for volunteers for specific P7 and nursery fundraising groups has been posted on the Parents Facebook Group.
9. Halloween- thanks was given to Julie for the discount on snacks and thanks was also given to those involved in volunteering at the disco. It was noted that by not charging entry to the disco and by providing the snacks free of charge that more children were able to attend.
10. Thanks, was also given to Allan for his £75 donation that was used to purchase the biscuit decorating supplies and additional snacks. Laura was thanked for sourcing a discount on the Halloween apples, that in turn an anonymous donor paid for.

The minutes from the previous meeting on 12 October were reviewed and Jill agreed that they were an accurate record of the meeting, and this was seconded by Cara.

1. **Head Teacher’s Report**

Susan thanked the Head teacher for the information provided in the Headteacher’s Report and for highlighting the work that the Parent Council do. The report was provided in advance of the meeting and circulated by the Secretary.

In addition to the report Mrs Helsby also asked if we could promote the use of Parents Portal as much as possible as in the near future this would be main method of communicating with parents. Ruth and Cara advised that it was highlighted regularly on the Facebook group but that would continue to promote it. Jennifer suggested that it may be worth having a ‘walkthrough’ at the school where parents were shown how to sign up. M**rs Helsby said she would look at this option. Ruth also said that Calderside Academy had a prize draw to encourage parents to sign up. Ruth to send details on to Mrs Helsby.**

Mrs Helsby also highlighted that there was currently £359 outstanding on ParentPay accounts for school trips and swimming.

1. **Events**

**4.1 Christmas**

* Mrs Helsby explained that they would like to make the school Christmas dinner as special as possible this year and would like it i**f parents were able to volunteer to serve the children dinner rather than them queue up for lunch.** We would use wrapping paper for table covers, have crackers (must be appropriate for age group) and play music. The supported classes will have Christmas lunch too, but this will be within their classroom. Jim will also attend the lunch.
* The Infant Choir will be singing at Asda over the Christmas period. **Ms Mclean will speak with Mary, the Community Champion at Asda to confirm a date.** All money raised will go back to the school.
* A discussion then took place around the Christmas Fayre on 30 November: -
1. Ruth has managed to source over twenty raffle prizes by contacting local businesses. The kindness of the businesses in supporting the fayre was acknowledged.
2. Parents were also generous in their donations of bottles, toiletries and chocolates and we will look to collect more donations on Friday.
3. A meeting was held at Carrigans with some of the parents and it was agreed that there would be a P7 specific stall (raffle, toy tombola, reindeer dust and Santa plates). It was also agreed that there would be a P1, nursery and ASN stall. There is only one external stall confirmed so far.
4. Other stalls suggested included: -
* Hook a duck
* Wheel of Fortune
* Santa Target
* Tombola (bottles, toys and sweets)
* Snowman Alley
* Soft toys
* Tuck shop
* Wax melts
* Photobooth (Andrew has kindly booked this and it includes 200 prints)
* Home baking
* Christmas bauble making
* Name the elf
* Guess Mickey & Minnie’s birthday
* Phone call raffle
* Tea/ coffee & juice- have cups set out with either tea or coffee and then just need to add water. Have sugar/ milk etc at a different table.

e) Raffles on the night should be spread out and we should also try to sell as many as we can before the fayre at the school gates.

f) We need to ensure we have lots of change available for the stall floats.

g) The Christmas Jumper Swap shop will now take place w/c 20 November so it’s

 not the same week as the Fayre.

**4.2 Halloween Overview**

1. Halloween Swap Shop- Ruth thanked the parents for their donations of costumes to the Swap shop and also the Parent Council volunteers for giving up their time to make it happen. A total of 90 costumes were donated and 63 costumes and lots of masks, face paints and accessories were collected by children on the day. Lots of good feedback was received by children and parents alike.

**4.3 Remembrance Day**

Mrs Helsby also noted that Remembrance Day is taking place soon and that we will have Remembrance Assemblies in the school at both 12:00 and 14:00 on 10 November and the Rev Jim Murphy will attend both. The primary sixes and sevens are also decorating poppies, and these will form part of a poppy display in the town.

**5.Funding**

Susan, the Chair thanked Cara, the Treasurer for providing the detailed finance reports that were circulated in advance of the meeting.

It was highlighted that the money raised from the bonus ball draws was being used on a regular basis across the school and nursery.

 **A.O.B** Jim was glad to be in attendance at the meeting and reminded everyone that he was available to speak to anyone of any faith/ no faith. He would be happy to speak in his capacity as Rev Murphy or just as Jim. If there is anything that the church can do to help the school this can also be arranged.

 Susan thanked everyone for attending the meeting and joining in the discussion. The next meeting of the Parent Council will take place on Tuesday 21 November.