



High Mill Primary School

Parent Council

Record of Meeting



Date: Friday 14th March 2025

Present: Kirstine McDonald (HT), Jill Cairns (PT), Heather Good (Team Leader), Laura Cowan, Jackie Lindsay, Stacey Duncan, Ashley Law, Natalie Johnstone, Victoria Smith

Apologies: Lynne McJarrow, Alana Hamilton, Fiona Withers

HT Report

Staffing update – Mrs Richardson and Mrs Bell currently off. Possible support staff replacement coming soon to start.

Mrs Cairns Acting PT post has been extended until June 2026.

Bronze Rights Respecting Schools Award has been received in school.

P1 enrolment has approx. 8 children for August, there is a possibility of moving to a 3 class structure but we are hopeful that we will remain at 4 classes, the final decision lies with SLC finance department. Kirstine has started visiting the nurseries so far.

Parent survey given out last week re Parents night.

School Vision

Looking for feedback from Parents, form to be given out to Parent Council members.

Previous Action for Tracksuits

Laura has emailed ALJ – still waiting for quotes

Kirstine will email to prompt Arlene.

Parent Council Finances

£81 made from Dress down day for Spring Tea

Following income from Christmas Fayre and expenditure on IDL, Play resources and snack for Nurture breakfast, the final balance is £1066.

School tracksuits

Laura C sourced sponsorship from Roadrunner garage for tracksuits – approx. 16 needed. Laura waiting for ALJ

Spring Tea

Hyphenz catering – making wraps

Heather – Scones

Jackie – Sausage rolls

Shelly – sandwiches

Jill – cakes, etc

Ashley – mars bar cake & rocky road & sandwiches

Alan Jackson – cupcakes & carrot cakes

Hall to be decorated and photographs from Residential to be shown on c-touch

Children to make invitations for Spring Tea

Lunches in classes that day

Posters to be issued 10 days before

Hampers for raffle prizes are made

Easter egg tombola

Irish bingo

Kirstine to do a game and bring a prize for that event.

Natalie to provide coloured cloth table covers

Money for Spring Tea to go towards class trips and buying an Easter Egg for every child.

Fundraising

Alana H has given out football cards to her parents to take to their work and will hand in funds when made.

Easy Fundraising has been promoted to parents.

Gala Day

Laura has advised that Gary Smith and Freddie's dad have volunteered to help with the Gala Day

Carluke – A Town Called Courage - poppies, soldiers, etc

Can we ask Fiona to submit the form for Gala Day?

Kirstine to put out forms for Gala Day interest.

Any other business

none

Date of next meeting

Friday 1st May at 2pm

Action Points

Action to be taken	By whom	By when
Ask Fiona if she is happy to submit Gala Day forms	Jill	ASAP
Form to parents for interest in Gala Day	Kirstine	ASAP