

**Kirklandpark Nursery Class**  
**Coffee and Chat**

<b>Attendance</b>	K Wilson, N Simpson, L Sadowski, E Moodie, S Caldwell, L Thompson, A Buchanan, A Elliott, F Downie, E. Forsyth, S Murphy.
<b>Apologies</b>	

Date: 3.5.24

<b>Points Raised</b>	<b>Points of discussion</b>	<b>Next Steps</b>
Welcome	Mrs. Forsyth started by welcoming everyone and thanking them for their attendance at the Coffee and Chat session. She provided an overview for newer parents, explaining that these meetings are informal gatherings where updates are shared, news is discussed, and plans for the nursery are made. She mentioned that, in the past, Coffee and Chat meetings were held monthly, but this year, the staff has suggested that holding them termly would be more effective.	
Nursery Fund	Mrs. Forsyth shared information about the nursery's funding. She explained that there are two main sources of money: the nursery fund, which is replenished through fundraising, and the nursery budget, provided by the council. She clarified that spending from the budget must be done through council-approved suppliers, and most of this spending goes towards essential supplies like paper towels, toilet roll, and paper.	
Parental Fund Raising	Mrs. Forsyth and Mrs. Murphy informed parents that they had researched how other nursery establishments fundraise, noting that some nurseries have parents take the lead in this area. In some cases, parents are responsible for planning events, while in others, they explore available funding and grants. They encouraged parents to think about ways they could help support the nursery through fundraising efforts and asked that anyone interested in taking the lead in this area reach out to the staff.	

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	<p>Additionally, Mrs. Forsyth updated parents on an enquiry she had made to the Banks Community Fund. She explained that other local schools and nurseries had successfully secured significant funding from this source. She mentioned that the enquiry had been submitted with the goal of securing funds for the renovation and upgrading of the nursery garden area.</p> <p>L Thompson advised that the school PTA have also looked into receiving funding from the council's renewable energy fund, which could be a further option for nursery too. She also suggested possible contacting the rotary club.</p>	
Amazon Wish List	<p>Mrs. Forsyth also explained the concept of the 'Dotty Dinosaur' donation bin, which had been used previously as a way for parents to donate resources that the staff and children had identified as needed. She mentioned that this year, the staff had considered creating an Amazon wish list that could be shared with parents. This would work similarly to the 'Dotty Dinosaur' donation bin, but without the physical bin in the cloakroom area. Parents could choose to purchase items from the wish list directly from Amazon or from another retailer if they found the items at a more reasonable price.</p> <p>K. Wilson enquired if donations could be made to the wish list as a combined contribution to purchase higher-value resources. Mrs. Murphy confirmed that she would investigate this option.</p> <p>All parents present agreed that they would be happy for the staff to set up the wish list and share it with all nursery parents.</p>	Mrs Murphy to research Amazon wish list and possible donation
Fun Day	<p>Mrs Forsyth provided an update on the results of our recent 'Summer Treat' questionnaire. She advised that the parents had voted in favour of a Nursery Fund Day over a nursery trip, with 24 votes to 7. Mrs Forsyth then shared the plan for the day and advised that this would be sent out on the Learning Journals to all parents.</p>	

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AOB	<ul style="list-style-type: none"><li>• L Thompson suggested holding a coffee morning before this year's graduation, similar to last year, as the event had been successful.</li><li>• F Dowie proposed exploring the C0-0P Grant, as it could be a funding opportunity the nursery might qualify for.</li><li>• A Elliott and K Wilson mentioned that some businesses and organizations have charity days and offer to match any funds raised. HSBC was highlighted as a potential partner for this initiative.</li><li>• Mrs. Murphy inquired if any parents would be interested in volunteering at the nursery for gardening projects, as this is an area of focus. K Wilson asked whether volunteers had to be parents or if individuals connected to the nursery could also assist. Mrs. Forsyth will seek further advice regarding volunteer requirements, such as PVG checks.</li><li>• N Simpson suggested informing all parents of the various ways they can contribute and donate to the nursery fund. There was unanimous agreement from the parents to share these options, emphasising that dress-down donations, etc., are not limited to £1, and that parents can choose to contribute larger amounts if they wish. Parents also highlighted the possibility of making donations through ParentPay.</li></ul>	<p>Nursery staff to plan and organise Coffee morning, linking with parents as required.</p> <p>Mrs Forsyth to seek confirmation on external volunteers and research any other funding opportunities.</p> <p>Mrs Forsyth to seek advice regarding nursery ParentPay.</p>
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