

WOODHEAD PARENTS COUNCIL (PC) MEETING MINUTES – 7 February 2023
Held in person at Woodhead Primary

Recorded by: Alison Yim

Present	<p>Claire Fox Joanne Keltie Rachel Miller Ashley Harkness Karen Mulholland (Vice-Chair) Cllr Gavin Keatt Cllr Helen Toner Liza Gardner Pamela Shearer Alison Yim Scott Lindsay Stephen Lennox Denise McCafferty Laura McIntyre Emma Macpherson Fiona Hendry</p>
Apologies	<p>Cllr John Ross Cllr Celine Handibode Nadia Gillespie Sheila Moore (Chair)</p>

Topic	Minutes	Actions
Welcome	Meeting chaired by Karen Mulholland in Sheila's absence.	Note.
Previous minutes	Agreed as an accurate record by Liza Gardner, seconded by Fiona Hendry.	December minutes to be added to school website.
Correspondence Received	School games- no further correspondence as yet.	SM to follow-up again.
Community larder	<p>SL has contacted various stores and there is funding available. Required to provide school demographics for most applications.</p> <p>Separate sub-group is required to be setup.</p> <p>Sub-group to prepare a plan on a page to outline aims and objectives to support funding applications.</p>	<p>CF to contact Neilsland Primary for advice on how they set up their community shed.</p> <p>School to issue communication asking for volunteers to form a sub-group and also for helpers to manage the larder</p>

	<p>Calendar of the best time to ask for clothing/item donations.</p> <p>e.g.</p> <p>Nov/Dec/Jan – Request for Xmas jumpers</p> <p>Aug – Request for school uniform</p> <p>All year long – Food items/bags/stationary</p>	(restocking/removing outdated items etc)
Woodhead Way (Part of Head Teachers Report)	<p>Launched in Aug, currently in review period. Sub-group created with its 1st meeting on 16th Feb. Parents and Kids questionnaire going out in next week or so.</p>	CF to update at March meeting.
Chaplaincy Team (Part of Head Teachers Report)	<p>Advice to be sought on how to reinstate a chaplaincy team. School is keen to keep momentum from Christmas singalong and an easter event is in the planning stage</p>	CF to update at March meeting.
Cost of school day email/ information to parents (Part of Head Teachers Report)	<p>Take advice on wording and how to get out to people, coordinate with the community larder. Check in with Laura ? (equity link).</p>	CF to update at March meeting.
<p>HSBC Money Heroes</p> <p>(https://www.hsbc.co.uk/financial-education/first-steps/)</p>	<p>PS advised on the Money Heroes programme supported by HSBC. Colleagues are available to come in and do some sessions as part of their volunteering day. Hope for a session in next month or so with the potential for further sessions to tie-in with Maths week in September.</p>	PS to provide further info to CF and arrange potential dates for sessions.
Adverse Weather (Part of Head Teachers Report)	<p>Concerns raised that children are not getting enough outdoor time during day and pick-up at home time due to the number of parents and children is problematic, especially in the car park.</p> <p>CF advised that adverse weather plan is being reviewed but needs to be done with council. Meeting on 8th Feb with SLC, janitor, staff for potential changes. Plan is best-suited to snowy/icy conditions and not necessarily rain. What is allowed in terms of clearing the playground? What can be done to make this better, resources and amount of grit needed. Variable surfaces – some icy, some not.</p>	CF to update at March meeting.

	Dynamic decision making. Kids to be sent to school in suitable clothing, e.g. raincoats. Potential for staggered times using one of the playgrounds. Priority is getting kids out SAFELY. Car park use remains an issue as most exits go out into car park.	
Staffing (Part of Head Teachers Report)	Head Teacher's role has been advertised and awaiting update. Claire Fox is Acting Head Teacher. Joanne Keltie is Acting Depute Head Teacher. Mrs Mitchell is Acting Principal Teacher. Potential for additional resources aligned with Pupil Equity Fund.	CF to update at March meeting.
Drainage from path at Torhead and impact on school grounds	Can the council do anything to improve the situation? Liza to take some photos and send to GK and HT. Issue with broken wire fence at the top of Torhead path. Potential hazard.	Liza Gardner to email photos to Cllrs Toner and Keats. Cllr Toner, Cllr Keatt to raise drainage with SLC although it is believed to be a Scottish Water issue. Cllr Toner, Cllr Keatt to raise fence issue with SLC. May be a factor issue.
Correspondence	None received.	Note.
Agenda items for upcoming meetings	Adverse Weather Update (Mar) School budget (Mar) Staffing (Mar) Communications (Mar) Google Classroom survey (May)	Note.
Next meeting	7 th March 18:30	Note.