

Woodhead Primary School

Parent Council Meeting

Tuesday 12th November 2024



**Present** –Karen Mulholland (Chair) Laura McIntyre (LM), Liza Gardner (LG), Pamela Shearer (PS), Vicki MacDonald (VM), Ellen Walker (EW), Cllr Gavin Keatt, Cllr John Ross.

**Staff representatives**- Mrs Fox, Mrs Keltie & Miss Harkness

**Apologies**- Dan Pulfrey, Miss Miller

<b>1. Welcome and Correspondence</b> - No correspondence to mailbox received for this meeting.	<b>Action taken.</b> - N/A
<p><b>2. Previous minutes, matters arising and updates on 'carried forward' items.</b> Approval of Minutes from Sep 2024</p> <p>Karen (Chair) advised that agenda has been carried forward from October as meeting wasn't able to go ahead.</p> <p><b><u>Meeting with PTA</u></b></p> <p>A timetable has been prepared by PTA for Christmas Fayre activities to allow for helpers to be allocated timeslots.</p> <p>Mrs Fox confirmed that set up for Christmas Fayre can start from 1.30pm.</p> <p>Request for P7 helpers</p> <p>Enquire about Choir performing at School Fayre.</p> <p>Further request for Tombola donations</p> <p><b><u>PC Membership Update</u></b></p> <p>PS asked if children can be brought along for Parent Council meetings and sit in a separate area to allow PC member to attend.</p> <p>Karen suggested that PC members could join meeting via Teams/Zoom. PS suggested link could be sent out with PC meeting invite.</p>	<p><b>Liza Gardner approved Sep minutes.</b></p> <p><b>PC/PTA to reach out for more helpers.</b></p> <p><b>Mrs Fox to ask Mrs Mackie if Choir can attend.</b></p> <p><b>Mrs Fox to put out appeal on X (twitter).</b></p> <p><b>Mrs Fox will follow up and check insurance and let requirements.</b></p> <p><b>Use this as an alternative way of joining for this session.</b></p>

Karen updated that the two PC members she reached out to confirm membership, have confirmed that they wish to step down.

### **Carry Forward Agenda Items**

#### **School Photographer**

Photo were taken at the beginning of October by Caireen Harvey (new school photographer). Mrs Fox noted that the team were easy to work with a there has been a lot of positive feedback from the Parent Forum.

LG advised that if any parent requires a re-shoot, Caireen is happy to do this upon request.

#### **Torhead Drainage**

On-going.

Karen thanked Cllr Keatt for following up on the Torhead Drainage.

Cllr Keatt advised that Anne Donaldson is dealing with this now and is going to instruct an engineer to come out. Looking to get funding for this.

#### **PC Timeframes for activities and school website**

Confirmed timeframe for agenda and minutes going out.

School website is still in process of being updated.

#### **OPAL Project**

In contact with Builders in surrounding area. LM has handed out letters to ask for items for OPAL project.

Karen confirmed that the school have secured a 22ft portacabin thanks to one of the Parent Forum.

**Mrs Fox is going to send out a feedback form to the Parent Forum.**

**Mrs Fox to confirm when update is fully complete.**

Community Wishlist – Cllr Ross is going to confirm how the school can apply for items from this enterprise.

Mrs Fox discussed one project that could be started in relation to OPAL is the nurture garden which needs to be emptied and re-soiled to allow for planting. Requires volunteers to help with this.

PS advised that her work could potentially provide volunteers through volunteering days however this won't be until next year.

Cllr Keatt suggested reaching out to the Friends of Meikleburn group.

LG noted that Fraser Skips could be a potential company to reach out to for skip hire for the removal of the soil.

School to consider sharing visuals on what the kids would like/need and also the impact it will have for them. Focus on certain items then rotate.

#### Community Larder and Parent Room

Parent room is now Room 17.

Once everything has been moved, an appeal for collections for larder and clothing will be made.

#### Additional Fundraising Planning

PC to help out with additional fund raising events such as Hampers. Need to think about what this looks like? Is there a theme?

Mrs Fox suggested thinking of an event around Easter/Summer service. Consider for next meeting.

#### Head Teacher's Report

**PPRUDB** – policy in place in all schools, embedded into Woodhead Way.

**LM to send out emails to Builders and update current letter with Karen's email as opposed to school office.**

**Karen to contact group for assistance.**

**Mrs Fox to follow this up.**

<p>Lots of staff training going on over the last year in regards to supporting all learners, including a focus on neurodiversity, attachment and the principles of nurture.</p> <p>Attachment accreditation – 1<sup>st</sup> pledge complete, working on 2<sup>nd</sup> pledge.</p> <p>Discussions amongst Parent Council members and including Councillors present.</p>	
<p><b>3. AOCB</b></p>	

- *Next meeting to take place on Tuesday 2<sup>nd</sup> December. It has been agreed that meetings with continue to take place on the 1<sup>st</sup> Tuesday of the month where possible.*
- *Any points you wish to add to the next agenda can be submitted via the parent council section on the school website.*

[Parent Council – Woodhead Primary School and Nursery Class \(glowscotland.org.uk\)](http://glowscotland.org.uk)