



## St Andrews Parent Council (StAPC) - Minutes of 09.11.2016

### Present:

GB – Gaby Barnby (Chair); KS - Kirsty Swan (Minutes); MT - Mark Taylor (Head Teacher); MMc - Meg McFadden (Teacher Representative); ETh – Emma Thomson

GB welcomed everyone to the meeting.

### 1. Apologies

Apologies were received from Erika Shearer, Vicky Gibson, Andrew Drever, Russ Madge, Sylvia Robertson

### 2. Approval of Minutes from previous meeting

Minutes of 05.10.2016 were proposed by GB and seconded by MT.

### 3. Matters arising from Minutes of previous meeting

#### • Parents Evening Fundraising

- The fundraising stalls raised a total of just under £200 which GB had paid into the bank. It was suggested that next time it would be good to have a sweetie tub as a consolation prize for any kids who didn't 'win' a jar. Thanks to all those who helped and/or donated items.
- Thanks were also noted to Mrs Aitken who handed out PC information slips to all P1. parents/guardians.
- The Nursery Treasure Island map also did well with raising funds.

### 4. Parent Council update from Chair

- Suzanne Lee would be at the school to take photographs on 14<sup>th</sup> and 15<sup>th</sup> November. GB and V Gibson would be there to help organise the children. KS to email the 'helping hands' volunteers to ask for a couple more people to help. **ACTION: KS**
- V Gibson confirmed that A&A Garriock had been booked to do the school discos on Wednesday 7<sup>th</sup> December and it was noted that there wouldn't be any charge.
- The Head Teacher and Parent Council meeting was scheduled for w/c 14<sup>th</sup> November. MT and GB both to attend and MT to pass final details to GB when received.

### 5. Fundraising

#### School Discos:

- Wed 7<sup>th</sup> December, same times as last year which was P1/P2/P3 from 6-7pm and P4/P5/P6/P7 from 7:15 to 8:15pm
- Similar format to previous with water station, corridor blocked off so pupils don't go through the school, £3 entry fee to include juice, crisps and small toy/gift.
- ETh agreed to look into options for the toy/gift as it was agreed that last years were poor quality. KS to send out a note confirming the date/times. **ACTION: ETh & KS**

#### Raffles & Luxury Christmas Hamper:

- Due to its success last year it was agreed that the luxury hamper raffle should be done again this year along with the usual two raffles at the Christmas shows.
- KS to send out a note to families with all information and a request for donations; ETh offered to help with making up the hamper; GB to send out an email/note asking for helpers to sort raffles and suggested meeting at her house to keep it informal which may help to attract new faces; KS to notify the school kitchen staff.

**ACTION: KS, GB, ETh**

### Notes:

- Members requested that a Facebook event be set-up on the schools page to remind people of the upcoming events. **ACTION: MT**
- MT advised that the events calendar which had been sent out to families would be incorporated onto the website homepage as a 'live' document which would be continually updated so the most current details were easily accessible.

## **6. Use of Parent Council funds – new iPad, replacement feature for 'wibbly wobbly wall'**

Members discussed suggestions of items which Parent Council funds could be used to purchase and the following points were noted.

- iPads: the school currently has 15 which are a great resource and very well used. The school could ideally do with purchasing another 15 plus cases and a trolley so there is enough for a whole class.
- Wibbly Wobbly Wall: MT advised that the plan has always been to replace the wall but at the moment it was not clear if it would be done as part of the overall building project works. Members agreed that it would be useful to tell pupils this at an assembly and update/remind them of the building project that is to be taking place so they do not feel they are losing their play areas. MT agreed to put an update in the next school bulletin. **ACTION: MT**
- ETh suggested getting the children involved in putting ideas forward for replacement features and everyone thought this was a good idea. MT said that he was keen to get the base plans and would then look at carrying out some consultation.
- The idea of having an all-weather court/pitch was put discussed.
- MT added that the school had undergone a Sports Award Assessment through Active Schools Orkney and had achieved a bronze status. The limitations of facilities and wet ground at present had impacted on achieving a higher level.

## **7. School update from Head Teacher**

- Flu vaccinations had taken place earlier in the day and seemed to have gone well.
- School photos (class groups and head shots for the school management system) were being taken on 14<sup>th</sup> & 15<sup>th</sup> November with the chance for families to get photos for pupils within the school only
- Work on the Christmas Show 'A Midwife Crisis' involving P1 to P3 pupils was underway with words being sent home and costumes started.
- Work on the car park had slowed up due to an issue with the tarmac machine which had meant a backlog of jobs across Orkney. MT was keeping the pressure on to get it completed but there were no guarantees as to whether it would be finished before Christmas.
- The hand work group had started again and was running well with a good number of helpers turning up. MT advised that he had offered a small group of P7's who didn't want to do handwork the chance to do a scrap club. This also helped ease the pressure on numbers for handwork. Discussions took place around the future of the handwork group with MT suggesting that a process of change may be needed in the future with different types of activities being alternated. Members noted that the handwork was good for communication skills and the general feeling was that it should not be removed completely. It was agreed that options should be evaluated and discussed further in due course.
- The Primary Netball and Football training/tournaments were well underway with no issues to report.
- Children In Need Fundraising in the school would be on 17<sup>th</sup> and 18<sup>th</sup> November. Due to staff availability the main fundraising would be held on Thursday 17<sup>th</sup> with Friday 18<sup>th</sup> just being a dress-up day.
- To follow up on the earlier discussions about possible purchases MT added that 15 new iPads with cases and a trolley would be very beneficial and would be an overall cost of approximately £4,200. It would be great if the Parent Council could contribute 50% of this cost. A laser printer would be an extra cost of approx. £200. Members agreed to look at funds in January after the December fundraising events and make a decision then about how much funding could be put towards these items.
- MT felt it was important to introduce pupils to coding and give them an opportunity to work with it. He was therefore looking into starting up a lunchtime coding club which would initially look at the basic coding language 'scratch'.

## 8. Date of next meeting

Member agreed that another meeting would not be required until the New Year unless members felt over the next few weeks that one was needed to finalise arrangements for the school discos and raffles.

## 9. AOB

### Story Club

GB proposed to start up the lunchtime Story Club again on Wednesdays from the end of the month with a theme of 'Me and My Friend', MT noted that Wednesdays were a busy day at the school and suggested a Thursday would be better. GB confirmed a Thursday would be possible and the following was noted:

Tues 15<sup>th</sup> November – one-off club for P1 and P2 pupils only (instead of Thurs 17<sup>th</sup> due to HT / PC Conference and Children-in-Need). GB to speak to Mrs Aitken and Ms McFadden to let pupils know about the club.

Thurs 1<sup>st</sup> Dec – Story club re-starts

GB hoped to work towards the club taking part in an assembly in February.

### Bank Signatories

In the absence of a Treasurer KS advised that, other than herself, the current signatories for the Parent Council account were Andrea Massie and Gwen Hall. It was agreed that this should be updated to ensure two current members were signatories and then the new treasurer would be added once known. GB agreed to be added as a Signatory. **ACTION: KS**

### Membership

KS sought clarification on who was to be included in the Parent Council meetings email list and the following names were noted:

Gaby Barnby; Kirsty Swan; Vicky Gibson; Erika Shearer; Emma Thomson; Anna Ritch; Elilizabeth Duncan; Gwen Simpson

Mark Taylor; Megan McFadden; Andrew Drever; Russ Madge; Ernie Skea

The Chair thanked everyone for attending and the meeting closed at 8:10pm.