Minutes from Inchture Parent Council Meeting – Wednesday 13th May 2024.

Present:

Jo Bell (Headteacher)

Fiona Bienkowski

Claire Brough

Sara Cassidy

Louise Chalmers (Deputy Headteacher)

Jenna Gallazi

Edgar Huitema

Laura Malloch

Emma Mathieson (Secretary-minutes)

Dawn North (Chairperson)

Jordan Russell

Apologies:

Fiona Callaghan

Scott Headley (Treasurer)

Tasha O'Hare

Marie Murray

Dawn welcomed everyone to the meeting. The minutes from the previous meeting had been circulated and were approved.

Treasurers Report:

Scott had provided a written report in his absence. Currently the account has a £3600 balance with recent deposits from Easyfundraising (£100), My Nametags (£44), Perth and Kinross Council grant (£449) and £500 of school money from Cash for Schools which Parent Council are looking after to allow this to be spent in other shops outwith PECOS to derive more benefit to the school. Recent expenses include the purchase of a raffle drum, raffle tickets for the Sports day raffle and paying the balance of the Ruby Bench.

All of the bonus balls are now sold which gives a profit every month towards IT equipment for school and nursery. Tricia Moran who recently stepped down from Parent Council was still a signatory on the bank account. In order to replace Tricia it was proposed to add Emma Mathieson on to the account as a signatory, in addition to Scott Headley and Dawn North who are already signatories. There were no objections to this.

There has already been £300 worth of raffle tickets sold for the Sports Day raffle. There are some remaining which Scott has in the school office. It was suggested that perhaps children who had injuries preventing them from taking part in the sports day activities could sell the remainer on the day.

Headteacher's Report:

Mrs Bell reported the results of a questionnaire which was completed last term. 93% of parents who responded agreed that they felt encouraged and included in the work of the parent council. Additionally, 93% also agreed that they felt informed about the work of the parent council.

Mrs Bell talked about the cost of the school day and ways in which they are trying to reduce the cost of the school day to parents. There is a questionnaire which is currently out to parents to obtain their views on this. There is a free tuck shop which was set up by senior pupils. All children are able to take a snack if and when they need it. On average about 10 children a day use the tuck shop. Mrs Bell asked if Parent Council would consider paying £100 a year towards the tuck shop to supplement grants and other donations. All members were happy to do this. We discussed what the requirements of the tuck shop were-food and drinks need to be perishable, wrapped and have a long shelf life to prevent waste.

It had been brought up at previous parent council meeting that parents were interested in class photos being taken. Stuart Wood who took the individual and family photos this year has offered school a provisional quote to take class photographs. However, this would not be for this current year but for 24/25 school year due to lack of time this term. However, there would be things to consider including the costing of this, logistics of printing and whether all parents/children were happy being in a group picture. Mrs Bell plans to ask for opinions from parents about photos for next year and Scott can then investigate options. Feedback from a parent about the photos this year was that they felt it was unfair that Parent Council had chosen another parent to take the pictures and that they would prefer to go back to the previous supplier. It was pointed out during the meeting that Parent Council did not make the decision regarding which photographer to use, we were just consulted by the school but the final decision was by school. Other parents were pleased with the photos by Stuart Wood and felt these were more cost effective than the alternative.

From 31st May 2024 Seesaw will no longer be used by Perth and Kinross Council due to concerns about GDPR adherence. There will be no updates after 24th May 2024. This has

been communicated to parents via a letter on the app. A new system will be used in its place.

There are likely to be changes in the class structure after the holidays, with the possibility of more composite classes. The school are losing 37 Primary 7's who move up to High School with 23 children joining Primary 1. Mrs Bell explained that it is Perth and Kinross' policy to use age to determine which class children will go into, along with gender bias and additional support needs. Ability groupings are not a defining factor, unlike in Dundee. Moving up day is 19th June so all children will know by then which class they will be in and which teacher(s) they will have.

Mrs Bell updated the Parent Council members on the school improvement plan priorities for the next academic year. These include continuing to work on improving the planning, assessment and teaching of writing within the school. Mrs Bell will be visiting a school in Dundee next week to see their progress in this. Using meta skills to link all learning, including wider achievement, will continue to be a focus. In addition, Decider skills will be introduced. This is an NHS Scotland endorsed programme which helps with mental health and inclusion.

Mrs Bell made a request for money to support the P7 Leavers meal. £100 donation was agreed by all members present towards food and decorations. It was suggested that bunting which has longevity might be a good option to allow it to be reused. Dawn will email Taylors to see if they might be willing to donate any snacks for the occasion.

Chairperson's Report:

Dawn has updated Inchture Parent Council Constitution and policies following consultation with CONNECT. The policies and Constitution were emailed to all members of Parent Council prior to the meeting. There were no amendments to be made by present members. Changes included increasing the maximum number of Parent Council members to unlimited instead of 10. The minimum number remains at 4. The Social media policy needs to be reviewed annually, other policies are every 5 years. The child protection policy was discussed in relation to having a declaration that members and volunteers sign (paper or electronic) to agree that there is no reason why they should not work with children. In reality, no member or volunteer should be left alone with any children other than their own. It is up to members to mutually ensure that this happens. There is a need to have an incident book to record any issues/complaints and Mrs Chalmers/Mrs Bell will provide one. A form will be added to volunteer sheets/sign up to state if they are allowed to work with children. The

Constitution needs the approval of the full parent body and Scott will send this out to all parents.

Dawn shared the results of the recent Parent Council survey sent out via the school app. Unfortunately out of 140 families only 32 responses were received. According the the survey the most popular events were the Movie Night (22 votes) and Hallowe'en Disco (18 votes). After school or weekend day time were the best times to attend events. 24 respondents said they would like events just for pupils, 20 said whole family and 15 pupil and parent events. A bake sale and sporting events, including an Inchture 2k were suggested. A parent complimented the Parent Council on the success of the Movie Night. There was an enquiry regarding the electronic means of paying for events. Parentpay is not an option. Jenna mentioned that there may be a way to do this with a QR code. It was agreed that cash is possible for most people.

Dawn will share all of the results of the survey with the parents – see Greenhouse app.

Fundraising was further discussed at the meeting. It was disappointing that the Bunny Drive fundraiser had not been able to go ahead due to lack of ticket sales. Dawn thanked Laura, Claire and Tasha for all of hard work on this. The raffle prizes that had been arranged for Bunny Drive will be used for the Sports Day raffle. Going forward we will do Movie Night (restricted to Autumn/Winter due to the light in the hall) and Hallowe'en discos which are well attended. Mrs Bell suggested that since school fundraising events are already well supported it might be useful to spend time on joint events with the school and try to make money at events that are already running. Claire wondered if people are clear about what Parent Council actually do and spend the money on. All of the money is for the benefit of pupils at Inchture Primary and Nursery.

Inchture Spar are kindly donating ice lollies for all school and nursery children on their respective Sports Days.

Concerns were raised about the lorries going to the local businesses still passing the school at either end of the school day. Historically they were avoiding 8.30-9am and 3-3.30pm but not sure whether this was official or not. Mrs Bell is happy to write officially to the businesses concerned and Dawn agreed to provide her with contact details.

The question of when the Trim trail would be fixed was raised. Mrs Bell reassured Parent Council members that the money they had allocated for this repair was still available for it and the repairs had been organised. It should be fixed soon.

Date of Next meeting – September 2024. Dawn will survey all members to see what day is best going forward.