

Garrowhill Primary School Parent Council Meeting

7th November 2023

6.30pm – 7.15pm

Present: Gayle Clarkson (Headteacher)
Lorna Chatham (Acting Depute Head)
Tracy Byrne (Teaching Staff Representative)
Mark Dobson (Chair)
Lyndsey Johnston (Vice Chair)
Gillian McLellan (Secretary/Treasurer)
Christopher McLellan
Stewart McCosh
Laura Martin
Kara Reid
Nicole Workman

Apologies: Lee Bennie
Lesley Brunger
Lindsay Connelly
Emma Forrest
Jade Gilmour
Stacey Graham
Roxanne Hendry
Omar Ibrahim
Laura Martin
Laura McCosh
Nicola McGrath
Gemma McPike
Chanelle Monteague
Angela Patrick
Gemma Rennie
Laura Stewart

Minutes: Gillian McLellan

Agenda

1. Welcome and apologies.
2. Review and approval of Previous Meeting minutes and action update
3. Head Teachers Report
4. Account Balance and Finance Report
5. Events Fundraising
6. AOCB
7. Actions to be taken before next meeting
8. Date and time of next meeting

1. Welcome and apologies.

Mark opened the meeting as Chair with the agenda.
Apologies – Apologies were noted as above.

2. Review Previous Minutes and action update

The previous minutes from 5th September 2023 were reviewed but no actions outstanding.

Actions from previous meeting	To be actioned by	Actioned
Book let for meeting in November	Gillian McLellan	Yes
Have accounts audited and approved	Gillian McLellan	Yes
Ensure GDPR compliance is being met	Mark Dobson	Yes
Read over constitution	Mark Dobson	Yes
Close old Virgin Bank Account	Angela Patrick	Yes
Purchase raffle books	Gillian McLellan	Yes
Put together a list of raffle prizes and businesses to be shared with all members	Gillian McLellan	Yes
Set up Facebook page	Gemma McPike	Yes
Clarify who can be part of parent council	Gillian McLellan	Yes

The minutes were approved.

Mark Dobson passed round GDPR forms for approval. These will be emailed out to all members and should be filled out and returned by email with either a digital or typed signature to garrowhillpc@gmail.com These will be kept electronically rather than in paper form.

3. Head Teachers Report

School Roll and Staffing

School Roll is currently: 453

DHT vacancy had 25 applicants. Interviews will be held on Thursday 16th November and 5 candidates have been leeted. Impact on staffing will be dependant upon the outcome of the interviews.

Budget

Devolved school budget has been cut this session due to savings the authority must make. School fund is quite healthy, although we have some big expenditure for buses for a couple of trips and visits.

School Improvement Plan

- Achievement & Progress: Improve attainment in Literacy.
- Engagement, Participation & Inclusion: Embed inclusive practices in every classroom, ensuring all children are engaged, self-motivated and responsible learners who can apply their skills across the contexts for learning both within and outwith the classroom.
- Wellbeing and Learning: Transform our curriculum to ensure effective learning and teaching, improving pedagogy, nurture and relationships to broaden and deepen learner experiences.

All areas are progressing well. We recently reviewed this and are currently updating our Education Perspective Report.

Report Cards

Issued on 1st December.

Anti-Bullying Week

The GRI Group are planning a poster competition for home learning. The theme 'Make some noise about bullying.' Monday 13th November is a national 'Odd Socks' day to celebrate our uniqueness.

Children in Need

Friday 17th November. House Captains have chosen to do 'Dress As You Please' and will carry out a bucket collection at the school gates.

Enterprise

P4 classes – Tall Tales

P5 classes – Make £5 Grow

Coming up:

Dance Crew – North East Heats on 22nd November @ Lochend HS

P2l and P2h assembly – St Andrew's Day

P3e and P4/3 assembly – It's Good to Be Me

P1 Nativity – The Sleepy Shepherd

Christmas parties and movie afternoon

Panto – 19th December, Jack and the Beanstalk

Term 2 winning House treat on 11th December – Cinema Trip

Choir – various performances booked!

4. Account Balance

Currently we have **£2604.65**

Total Income so far, this financial year – **£38**

- Pre-Loved uniform – £38

Total Expenditure so far, this financial year – **£5.70**

- Let fee for parent council meeting – £5.70

5. Events Fundraising

12 days of Christmas Raffle

- Gillian McLellan asked the group if they would like the raffle tickets printed in colour, and the cost would be £95.40, envelopes would be £17.48 for 1,000 which would do for 2 years. Each child will be provided with 10 tickets each and more can be given out if required which will be available from the school office. Gillian will give out tickets to be enveloped if required.
- Gillian McLellan will collect any prize donations, raffle tickets and money from the office and will wrap them up with cellophane and bow. Cost to be no more than £50 for gift wrapping. Prizes will be made up a few days before the start of the raffle once we know how many donations there are.

- Lorna Chatham will get some pupils to draw tickets each day and post the video on the school app and X (previously known as Twitter)
- The raffle tickets will be issued week commencing by 17th November to be handed back to the school office no later than Friday 1st December but preferably by Tuesday 28th November. Any raffle tickets handed in after this date will be added to the draw by a member of the school office and money given to Gillian.
- The raffle will be drawn daily starting on Monday 4th December and finishing on Friday 15th December, with Saturday 9th and Sunday 10th being drawn on Friday 8th December and scheduled to go out on the school app by Lorna for Saturday and Sunday.

6. **AOCB**

- Fundraising for early 2024 to be discussed at the next meeting. Looking at spring fling disco and dress down day with suggested donation of £1 per child for each event.

7. **Actions to be taken before next meeting.**

Actions to be completed by next meeting	To be actioned by
Send out minutes and GDPR forms	Gillian McLellan
Organise prizes for raffle	Gillian McLellan
Book let for next meeting	Gillian McLellan

8. **Date and time of next meeting**

Tuesday 30th January 2024 at 6.30pm – Gillian McLellan to book and pay for let as before.