



Crawforddyke Primary School and Nursery Parent Council

Minutes from Meeting on 4th November 2019

1. Welcome and Apologies.

Lesley welcomed all present and confirmed that we currently have 21 full members of the PC. Apologies received from Joy, Linzi, Kat and Heather

2. Chairpersons Report

Lesley provided updates on all outstanding actions (details on action log).

Led discussion on Gift Tags to run alongside established Christmas Card offering but it was felt that it was too short notice to pursue for this year and that we would leave for future discussion. There was also concern that it may clash with Room 7's Christmas fair stall.

Following ongoing discussion about road safety Lesley advised that the speed control sign was going to be changed around and Shona offered to patrol car park. Signage in car park still being pursued to encourage responsible parking and exit from the school.

Asked the room for assistance on committee, specifically a volunteer for permanent vice-chair. Shona offered to assist when required but Andi and Colin both volunteered to share the role fully. This was approved by the group.

Lesley then proposed that to keep future meetings running smoothly and efficiently that any questions or agenda item requests by members of either the PC or Parent forum should be submitted to the committee two weeks in advance of the next published meeting date. These requests should be submitted via any suitable written means (including e-mail or social media). The committee will aim to answer any questions immediately if possible, or if not schedule meeting time in when applicable and available. If the committee decide that the question/request is out with the PC's remit and scope it will advise the submitter of the reasons why and, where available, provide other possible avenues for them to pursue. This was approved by the members and will be communicated via websites and social media groups.

3. Headteacher Update.

Angela provided a detailed response to a question put to her from out with the PC regarding the apparent 4 year drop in published figures. Full details of Angela's presentation will be published alongside these minutes but the summary was that:

- the figures are based on 3 year groups (P1, 4 & 7) and that due to this the figures could not be used to provide a tracker of each years performance
- SLC were aware of the figures and were happy with them
- Subsequent question on the night from Shona who asked if staffing had been increased to support the figures and Angela confirmed that PEF had provided for 4 additional staff members.

Angela then provided updates on developments with the new Nursery and changes to the Existing school building and these are also included on Angela's presentation. There were some questions from the floor as follows:

- Shona asked about links between the school and the new Nursery and Angela explained the process for existing staff and expectations for new nursery.
- Claire asked about works access to site during pick up/drop off times and Angela asked to be made aware of any issues noticed by anyone.
- Lesley asked about impact of new nursery on on intake and Angela confirmed that there would change to catchment as a result.

4. Treasurer's Update.

Michael provided breakdown of recent transactions and balances as of 05/11/2019 are:

Bank	£4307.88
Petty Cash	£672.90

4. Fundraising Update.

Caroline provided info on events as below

Halloween Disco

- Takings down c£100 on last year (no tuck shop this year)
- 37 less children attended overall compared to last years
- Teachers and helpers agreed that not having the tuck shop (and including snacks etc in the entry fee) made it a lot easier to organise and that the children spent more time in the hall. It was also noted that the organised games went down well and helped engage more children.
- Feedback was received from PC attendance at Nursery forum that their disco (in conjunction with P1) was too long before Halloween.
- Fundraising team will note all points and discuss actions for next year.

4. Fundraising Update Cont.

Christmas Fair

- All stalls taken with PC running 5 for fundraising purposes. Currently these are Pocket Money, Game Stall and “Guess the Bear” with suggestions sought for other ideas (Angela to supply bear!)
- Additional raffle prizes still being taken - speak to Caroline Porter or Mary McLaughlin to donate.
- Scotfresh Carluke were approached for prizes but as part of a community initiative will be making a financial donation instead.
- Santa will be upstairs this year and a new ticketing system will be put in place following feedback from previous years.
- Extra raffle ticket books are available from the office

Gala Day Preparation

- Meetings of the Gala day subcommittee will take place after Christmas to decide on theme and organise costumes and float building. Two groups will be formed with one focusing on organisation and the other on float building. Organising committee to examine costs and ideas for the possible themes then narrow down based on achievability:

Valentines Disco

- Date set for 13/2/2020
- P1 to have daytime event and evening to be split into P2-P4 and P5-P7
- Discussion as to whether we should run this as a free event, as per last year, or whether we should charge an entry. The feeling was that running it as a free event again may set a precedent and we should charge an entry fee. It was pointed out that if we were to charge a fee then we would be asking for money for events in February and March (The Sponsored Bounce). This then led to a suggestion that the sponsored Bounce be moved. It was agreed that this could be discussed further at future meetings.

Sponsored Bounce

- Date of sponsored bounce to be agreed following discussion regarding Sponsored Bounce above.
- Proposals to change name to Bounce-a-thon or similar to remove sponsorship element and to remove mention of Gala Day specific fundraising approved by members.

5. AOB

Further discussions about the possibility of a fun day on either a Saturday or Friday evening in late June. Suggestion that even if we need to pay for let i.e. opening the school and grounds on a Saturday afternoon and Angela agreed to investigate costs for this. Further discussions required at future meetings.