



SIMPSON PRIMARY SCHOOL & NURSERY PARENT COUNCIL

Name of Meeting	Simpson Primary Parent Council – Annual General meeting	Date of Meeting:	13 th Sept 2022
Present:	Sam Skinner (Chair), Jo Alexander (Vice Chair and minute taker), Nicola Baird (nee Ferris - Head Teacher), Carol Fawkes (Depute Head Teacher), Kelly Plenderleith (Acting Depute Head Teacher), Hannah Leggat (Principal Teacher), Sophie Clarke (Principal Teacher), Alison McDermott, Lynne Buckner, Isla Bowden, Fiona Duncan, Caitriona Affleck, Claire Furnaghan, Monique Low, William Boyle (Councilor), Pauline Stafford (Councilor)		
Apologies:	Harry Cartmill (Councilor), Lisa Black (Secretary), Marion Pirrie (Fundraising Co-Ordinator), Iram Asim (Treasurer)		
Agenda:	<ol style="list-style-type: none"> 1. Welcome and Apologies 2. Standard Updates <ul style="list-style-type: none"> • Chair Update • Headteacher Update • Accounts Update 3. 22/23 Committee 4. AOB 		
Agenda No	Agenda Item	Actions Required	By Whom & Target Date
1.	Sam Skinner welcomed everyone to the meeting. Apologies were noted		
2.	<p>Chair Update</p> <p>Accounts Update</p> <p>Sam advised that unfortunately Iram Asim (Treasurer) was unable to join us to provide an update on the accounts for the year. Sam provided a summary of funds raised within 2021/2022, against the fundraising target of £5,000 for the academic year:</p> <p>Account balance at start of academic year 2021/2022: £3323.27 Total monies spent: £8926.59 Total funds raised: £7566.64 Total balance as of 13/09/22: £1963.32</p>		

2022/2023 Parent Council: New Committee

Sam thanked the previous committee for their contributions in the previous academic year and announced appointments for the new committee 2022/2023. These volunteers came forward following on from parental engagement at the end of last term and the start of the new school year. She asked if there were any objections to the new appointments. No objections were raised at the AGM and the following parents were confirmed in role:

- Treasurer - Lisa Black
- Events and fundraising coordinator - Caitriona Affleck

No volunteers had come forward to take the role of chair. Sam asked if there were any volunteers in attendance and no volunteers came forward. Sam advised she would continue in role until a replacement was found. No objections were raised.

Sam asked if there were any other volunteers for the other positions available of:

- Secretary
- Vice chair
- Accounts Auditor

The positions of the Vice Chair, Secretary and Accounts Auditor remain open, and any volunteers are asked to get in contact with Sam via the Parent Council Facebook page, email, or through the school office who can pass on details.

Sam advised there were several class representative roles still vacant:

- Nursery
- P3
- P5
- P7

Monique Low volunteered to represent P3 on the evening and Isla Bowden P7.

Where class rep roles haven't been filled (as listed above), parent/carers who wish to volunteer were asked to get in contact with Sam via the Parent Council Facebook page, email or through the school office who can pass on details.

Other activities being led by volunteers

Sam noted activities currently in plan for delivery and the parent/carers leading these activities and thanked the volunteers for their support:

- P1 Tea Towels – Helen Gallagher
- P7 Prom/Yearbook – Karen Hill
- P7 Hoodies – Lindsey Stein

	<p>- <i>P7 year books</i> A discussion took place around P7 year books. The school have advised this will be a parent/carer led activity but will be supported by the school to ensure the content is accurate.</p> <p>Funding is available via the parent council to cover costs, but any budget/costs will need to be agreed in advance by the committee before costs are agreed with a print production company.</p> <p>- <i>Christmas Cards</i> Sam confirmed work was already underway to move forward Christmas Cards to ensure parent/carers received their orders in good time this year, with an end of November deadline for the cards to be with those who order.</p> <p>Fundraising</p> <p>Sam communicated that this went well last year as the annual target was achieved by Christmas 2021. She confirmed the PC will be taking the same approach this year as they did last year: By giving the fundraising a purpose and setting an annual target. This could include supporting improvements to the playground as this is a continuing priority as a longer-term project, for example – improving grass areas.</p> <p>Headteacher Mrs. Baird (nee Ferris) shared an update on some areas of the school becoming agile learning environments and that they have consulted with pupils to inform this work. Ms. Ferris proposed that soft furnishings for these environments could be a good option for the PC to help raise funds for in 2022/2023.</p> <p>Sam took an action to review and agree the ongoing purpose for fundraising in 2022/2023 and at the end of the meeting further discussion was undertaken with attendees of the meeting contributing. An idea suggested by Claire Furnaghan was new bike racks for the school.</p> <p>Head Teacher Updates Mrs. Baird</p> <ul style="list-style-type: none"> • Feel like children settling in well this new term/school year • The school is now hosting in person assemblies this year. Assemblies are split to reflect the number of pupils/space available: P1 to 4 and P5 to 7 • There is a school values focus this year • The school are running a fortnightly activity: hot chocolate Friday to recognise good behaviors/contributions of pupils • There have been several staff changes – due to mat leave, fixed term contracts finishing, retirement, new career paths and promotions. Recruitment is underway for vacant roles and the process can take time to turnaround 		
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- A 'standard and quality' report will be published on the school website; date TBC but was expected to go live within 2 weeks of the PC AGM
- The school held meet the teacher events and feedback was positive
- Tempest were appointed to take pupil photos and these are due to be taken earlier in the school year following on from PC feedback in 2021/22
- The school issued a survey regarding parent consultations. They had 255 responses, 175 face to face, 45 video 31 telephone

Ms. Fox

- PC money went to help fund the fire pit in the nursery – enhancing outdoor experiences which has helped enhance the pupil's experience
- The children have exited their bubbles which is changing how nursey works day to day. Pupils serve their own breakfast which is helping to build independence and conversation skills
- Lots of work being undertaken on literacy
- New staff in nursery – 21 in total

Sam thanked Mrs. Baird and Ms. Fox for their updates.

Sam welcomed 2 councilors who joined us at this meeting William Boyle and Pauline Stafford. William confirmed that there is no statue for councilors to attend but they are happy to do so when invited. William also referenced a fund that the PC could access: a disbursement fund which is open to applications and can help fund small projects/contribute which runs from financial year to financial year. Sam action look into how we could use this

AOB

A further discussion took place which attendees contributed which covered several topics that did not result in actions including:

- How to encourage additional volunteers to join the parent council/lead fundraising activities and events
- The optimal way of hosting PC meetings to encourage attendance (for example via zoom/in person)
- Update on this year's P7 camp – Mrs. Plenderleith confirmed the school are exploring options
- Possibility of hoodies being introduced as part of the school uniform for PE days
- Arranging for the school logo to be printed so it could be fitted to uniform purchased outside of the school recommended suppliers
- PC priorities for 2022/2023

Date of Next Meeting	Next meeting 8 th November 2022		
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