



Troqueer Parents and Friends Council



TPFC MEETING WEDNESDAY 11 March 2020

Troqueer Primary School 5.30pm

Minute

Present: Kirsteen Macintyre, Lisa Muirhead, Davie Stitt, Lilli Irving, Kirsty Peden, Fiona Mitchell, Martin Armstrong, Nancy Torbett, Laura Whitelaw(chair), Mary Terrace, Jane Johnstone

Apologies: Cathy MacKenzie, Joanne Russell, Ian Blake

1. Matters arising from last minute.

Items covered in minute

2. Partnership with school and local community to create welcoming inclusive school

(a)Headteacher's Report

1. Martin was asked by school support officer to remove the standing order letter from the school app/website. This was said to be because it was not compatible with guidance given to headteachers in respect of fundraising. Martin has not seen this guidance and it has not yet been produced to him.

Laura advising that the letter was a TPFC letter and not a school letter. Laura is going to take this up with the relevant Education Officer as we have concerns that the advice which has been given is not correct.

8 people so far have taken this up according to Mary Terrace, treasurer – this is £40 per month for TPFC Funds.

2.MUGA. Update. The relevant Council Officer accepts that after 10 years the MUGA surface has reached the end of its useable life. The Council will secure funds to re-do the surface, the timing however, is unclear. Due to an injury to a child, the MUGA will now be shut indefinitely whilst it is unsafe. KM/LW to prepare a letter to the Council to urge a swift response/time frame – especially before sportsdays and ask if any way which we can assist them.

3.Trim trail will likely be open after Easter pending works being carried out.

4.Discussion re P7 photo. Various options discussed. Agreed that costs will be kept down as much as possible. Noted that it is important that the class teachers are able to be there for the photo.

5. Health Week. Week of 25th May 2020

Noting that this is likely to be run every two years. Mrs Law has arranged the following: £120- yoga teacher and a personal trainer -£60. All children will get one lesson of either yoga/workout. A parent will give a free introduction to Tai Kwan Doh. Members were asked whether TPFC should support the cost of these events

Unanimous vote that members agree to support this event by giving the school £180 re the cost of the yoga teacher/personal trainer.

6.UGA (Atlanta, USA) Students here this week. Martin checked with public health adviser that these students were not from a risky area re COVID 19. Noted there was a low risk, so the visit has proceeded

7. School Trips. Reference to information on school App. One trip to Cream of Galloway organised so far this year. Noting this is money that the TPFC have given in a previous years. Martin has decided it will partly to be used for subsidising school trips.

8. Parental Evaluation form on school App. It was optional this year, but Martin opted to do this.

9. Reports – these will come out an the end of this term. The format has been changed a little to make the reports more succinct and relevant. The Report children start with in September will be the one given in April and will then be updated and progressed. This gives the opportunity to give time for a parent/teacher conference.

10. Martin is about to publish a paper copy newsletter as there is a lot of information to give. This will cover a number of topics including the breakfast club going forward. Martin will consult with the parent body on the need for this service. Agreed that TPFC will receive a mention in newsletter re asking parents to become involved in events/attend meetings. Email address to be

included for TPFC. School uniform will be re-emphasised in the newsletter. Donations of school uniform will be asked for.

11. Staffing. Mrs Owen will be leaving shortly to start maternity leave and Mrs Ashton coming back from Mat leave. Mr McCall's contract has been reduced accordingly. Affected classes have received letters. Mrs MacKenzie has been off unwell, but is now back at school.

12. Book Fayre. This is still an option for later on this year. It was not possible to do it around world book day.

(b) Anti-bullying policy update - Martin will send this to KM for circulation.

(c) Feedback from Martin re after school club expenditure for the ANCBC grant. There was a discussion re method of paper trail. School to pay and TPFC to reimburse with a cheque. Kirsty agreed this. Martin to provide Kirsty with invoices.

3. Promote partnership with school, pupils, Parent Forum and community

(a) Additions to the website

The draft text was approved subject to minor alteration and a group photo for the web page was taken.

(b) Parental Engagement feedback from recent events (Kirsty)

Kirsty asked for parental feedback at the recent TPFC events including the Ceilidh and the disco. Much is very positive. Areas of improvement – MUGA mentioned. Gymnastics club request. It was agreed that the feedback can be posted with the minutes.

Feedback from BBQ 2019 – reply to comments made parents by Kirsty. This can also be published with the minute. Notice Board and App.

(c) Feedback from BBQ June 2019 re investment in IT equipment – to check with Martin if this is an area the school requires investment (Kirsty)

Martin was asked his view. Troqueer school's computer equipment was refreshed four years ago and the equipment was dated at the time. Wifi due to be installed soon, once we have this Martin feels that tablets will be the way forward. The current kit is still functioning, but not up to date.

It was noted that provided that the Council approved equipment was purchased, TPFC funds can be used. Nursery have purchased some from the Council at £250 per ipad. Noting the Nursery has its own wifi hotspot.

4. Develop and engage in activities which support education and welfare of pupils and represent parents' views on education and welfare

(a) D& G Parent Forum update Laura advised as follows: 1. Connect insurance only covers Parent Councils. If fund raising committee is separate from TPFC it needs its own insurance. 2. No cuts proposed to Education budget and more money may come in to the Education budget following the recent spending round if approved by Council Committee in due course. 3. School Estates Consultation Event 19 March, Dumfries Academy 6-8pm. 4. Vanessa Morris, school engagement officer attends these events. Laura asked whether she can feedback our current practice. This was unanimously agreed by members.

(b) Cyber Resilience and Safer Internet Course (Joanne Russell) carried to next agenda due to Joanne's absence and the event not having taken place yet.

(c) Books for children with dyslexia. This was raised by a parent as an issue. There was a general lack of awareness of this as a resource. Noting that such books could be made part of the Accelerated Reading Library. Research re cost/benefit for next meeting where a decision could be taken as to whether the TPFC would fund a purchase of such books. Jane Johnston to look into this.

5. Fundraising.

-Combining Fundraising with Consultation with parents and use of grant for this purpose

There was a discussion re the grant the TPFC receives from the Council. It has transpired that these funds can only be used for specified purposes. This has restricted what we can use that money for. As a result, Kirsty has been carrying out parental engagement at TPFC events so that some of the money from the DGC grant can be allocated to the expenses of the event – eg DJ and Ceilidh caller.

It was noted that there was an issue with passing over the Council grant money to the main TPFC account as Pat Hannah was no longer a TPFC

member. Unanimous agreement that Pat Hannah is co-opted as a TPFC member for the purpose of signing over the DGC grant money to main account for TPFC.

Going forward it was noted that we can use the DGC grant to pay for a contribution to the school App as that meets the relevant criteria.

-Ceilidh Event (feedback and total raised Mary)

£96.01 profit (with accordionist paid from DGC grant as a parent consultation event)

Noting that there is some alcohol and other tuck items left over that will need to be taken into account when buying for next event.

-Valentines Disco (feedback and total raised Mary) Issue re damage to kitchen shutter and use of kitchen (Martin)

This has been repaired, Martin will receive a bill soon. TPFC to be advised re the cost.

£222.53 profit (with DJ paid from DGC grant as a parent consultation event)

TPFC current balance £4734.66 confirmed by Mary Terrace after the meeting.

-Bags of help Tesco Feedback (Kirsty) We were not successful on this occasion. Kirsty will continue to look for other sources of grant funding.

6. AOCB

(a) Cinema Night – Miss Ness looking for TPFC assistance for 2nd April 2020

Noting this has been subsequently been cancelled due to COVID 19

(b) Grant funding – Viking Project. Kirsty to chase up to see if grant has been awarded.

7. Date of the next meeting

20th May 2020 – 5.30pm.

Other event to be organised by Whats App grp as required.

