



## **Laurencekirk Primary School Parent Council Meeting.**

Date: **30th September 2015.**

### **Present:**

Nicola, Denise, Amanda (Minutes), Graeme, Marianne, Pam, Nanette (leaves 19:55), Rozen, Sarah, Claire (arrives 19:30).

### **Apologies:**

Katrin, Ann, Lesley.

### **1. Welcome, Inductions and Apologies.**

### **2. Previous meeting minutes**

- Two items were raised for amendment, firstly extension plans are not on view in Planning Portal but are sitting pending and secondly the correct spelling of Sarah's surname is Nichols.

### **3. National Improvement Framework**

- Nicola will represent the school and is attending this on 8th of October and will feedback to us at next meeting. Nicola also handed out leaflets from SPTC explaining the roles within the parent council and they also offer training courses if 10 or more people are interested. **Graeme said school would be happy to facilitate this.**

### **4. Christmas Fair Planning**

- Fair opening time 10am - 1 pm.
- Graeme opening school from 8am.
- Set up and stall holder's entry from 8.30am.
- Stalls total so far is 11.
- Nicola and Claire will be mingling and available during the fair.
- Santa's Grotto being moved to music room and we will have access to the room all day - **Ann.**

- Parents Presents being moved to meeting room. Denise will ask Hazel and Catherine if they can help this year - **Graeme (in his elf costume)**
- Games Room in library, as space was an issue last year there will be less games this year we will gain access from 15:30 ,also require P7 helpers - **Denise.**
- Face Painter - to be confirmed, will be moved to a primary 1 classroom.
- Entrance will be £2.50 for adults, 50p for children and under 2's free.
- Teas, dining hall access from 14:00 - **Lesley, Amanda and Jackie.**
- Raffle - **Marianne and 2 girl guides.**
- Cake and Candy - **Katrin.**
- Tom bola / Bottle Stall -**Sarah and Rozen.**

### **Things to do...**

- Risk Assessment to be done - **Graeme.**
- Christmas tree to be put up and help move furniture - **Janitor.**
- Map for Janitors - **Nicola.**
- Contact by letter Miss Robertson re Boys Choir singing at fair - **Claire.**
- Allyson Morrison to be asked if she would like a stall - **Nicola.**
- Support for learning to be asked if they would like a stall - **Graeme.**
- Detailed flyer to be compiled and given to school to put in pupils homework packs for competition poster advertising the fair and also safe the date letter with all information on it about the fair ,asking for volunteers and donations etc. - **Nicola.**
- Posters to be scanned and blown up to required size - **Pam.**
- Purchase prizes and sweets we require - **Nicola.**
- Floats on the day - **Denise.**

### **5. Updates from School**

- Bike-ability going very well and Graeme would like to express his thanks to all the volunteers involved.

- Volunteer Workshop were very well attended ,with 70 volunteers for the school and nursery who are getting PVG checked and their skills will be matched to help in different activities in the school . The school will continue to run workshops.
- P6 and P7 Spelling. Assessments were carryout and it was found that there were gaps in the spelling rules, pupils have been practicing and revising their spelling to help them refill the gaps, Graeme is going into class to explain to the pupils the importance of spelling.

## **6. AOCB**

- Constitution has been finalized and to be put on website - **Nicola**.
- Nicola will also see if it can be put on LPPC Facebook page.
- Graeme also asked for schools website to be promoted where possible.

## **7. Date of next meeting**

- Christmas Update Tuesday 27th October 2015 at 7pm.