



Lanark Primary School Parent Council Parent Council Meeting Minutes

Monday 13th January 2025, 7pm
Online via Microsoft Teams

Item	Discussion	Actions
Attendees	<p>LPS: Farah Crook (FC), Susan Hayes(SH), Jane Gracie(JG), Lisa Dunlop (LD)</p> <p>PC: Helen Logan (HL), Kimberley Philip (KP), Kerry Freel (KF), Vicky Simpson (VS), Olivia McMaster(OM), Alison Campbell (AC), Kirstin Leitch (KL)</p> <p>Apologies: Lorraine Newbigging, Moira McMahon, Nikki Strachan</p>	
Welcome	<p>HL welcomed everyone to the meeting.</p> <p>Minutes from the meeting on 4th November approved, proposed by OM, seconded by HL.</p>	
Head teacher's report	<p>FC wishes everyone a happy new year.</p> <p>FC reported:</p> <p>Mrs Elkin's absence continues and SH, LD & JG continue in their acting promoted post.</p> <p>P1 enrolment continues. All anticipated forms have been received. FC will start phoning all the parents who have submitted applications this week. FC has to submit a plan for the class</p>	

	<p>configuration for the academic year 2025/26 to SLC next week. This will be updated with any changes in March and a final class configuration in June.</p> <p>Health: Influenza vaccinations were administered before Christmas. The vaccination team are visiting the school this week to vaccinate any children who were missed in the first visit. ELC parents have been asked by the health board if they would like their children to be vaccinated when attending the ELC. This would be a new initiative as previously parents of pre-school children had to arrange vaccination through their health visitors and health care providers.</p> <p>Improvement plan: This is making good progress. Good progress in attachment work. JG to report on this later. Maths recovery has been highlighted as an area for improvement by SLC. LPS staff have been working on using consistent instructional language in maths. Only 4 staff members have still to receive training on this approach/language. Prior to the Christmas holidays the staff all shared their good practice.</p>	
Attachment work	<p>JG reported on the attachment work that has been ongoing at LPS. Updates have already been posted in the sway newsletters and provided at the parent consultation evenings. The attachment work aims to ensure that all staff are informed and trauma sensitive. LPS are working towards their next accreditation. JG presented a list of quality indicators, and the PC had to rate each one from strongly agree to strongly disagree as to whether LPS were meeting these.</p> <p>This work is in conjunction with the emotions cog work that is led by Mrs Morton.</p>	
Adverse Weather Update	<p>The adverse weather policy has been updated and there is a slight change in language to indicate that schools will be expected to stay open whenever possible.</p> <p>The decision to not open a school or close early ultimately lies with the head teacher unless there is weather warning in place that the local council feels requires all schools in the area to close.</p>	

	<p>For LPS the most common reason for the school not opening or having a delayed start is that the staff are not able to get to school. The majority of LPS pupils can walk to school. Sometimes the transport companies will make the decision not that it is not safe to transport children. The staff will endeavour to update all parents/carers as soon as possible to allow plans to be put in place. This can be difficult to do if staff are stuck in traffic due to the adverse weather.</p> <p>The decision to close school early is always difficult as many children will not be able to be picked up for some time due to the logistics of parents/carers travelling to the school to collect them. The head teacher will always consider the weather is forecast before the end of the school day.</p> <p>During the covid pandemic staff were not allowed to attend another school that was closer to their home. This restriction has now been removed which allows staff to attend their local school if they are unable to reach their own school due to the weather.</p> <p>The updated policy also has guidance on closing before a scheduled holiday and the provision of school meals during closures.</p> <p>In adverse weather LPS also need to consider if it is safe for the children to play outside during breaks and also if they have the appropriate clothing on.</p> <p>LPS also have their own policy on what paths will be cleared. The main concern is the car park and the steep slope onto a public road.</p>	
Treasurer's report	<p>From KL:</p> <p>Balance: £6554.96</p> <p>Christmas gift sale intake before expenses: £3370.45</p> <p>Gift sale expenses: £1094.34</p> <p>Gift sale profit: £2276.11</p>	

	<p>Lottery license was renewed prior to the end of 2024 and paperwork received back. Account statement has been received from the accountant. KL will get HL to sign this now.</p> <p>Lucky numbers have been drawn and paid for the months to date. £620 has come in from lucky numbers. £400 will be paid out to winners, leaving a profit of £220.</p> <p>Other expenses paid out since last meeting: £850 for panto and ELC Christmas treat £50 hardship fund</p> <p>FC commented that all the gifts at the Christmas gift sale were good quality and people were appreciative of the opportunity to buy gifts at these prices.</p> <p>HL said that it was great to see such a large profit being made from the gift sale. This will HL's last gift sale as Chairperson and said that whoever was organising the gift sale next year may want to consider buying from wholesalers as a way of continuing to get good quality products at a reasonable price that allows a profit to be made.</p> <p>Upcoming expenses: School app School trips Scottish opera</p>	HL
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	<p>HL proposed that the PC gave £5 per pupil in LPS towards the cost of a school trip along with £250 to the ELC for a trip or a treat. This was seconded by KF. HL said that there may be scope to give more for trips once the PC had a chance to look at projected expenses.</p> <p>FC commented that donations by the PC for school trips are greatly appreciated by the whole school. JG said that she was aware of other schools who still ask parents for relatively large amounts of money for the cost of school trips which must put a financial strain on many families.</p>	HL
Fundraising	<p>Scots Night: Wednesday 12th Feb.</p> <p>SM&LD have started to organise the Scots night. Pupils and teachers are working hard on their Scots poems.</p> <p>It was agreed that the PC will provided tea/coffee/juice/snacks at the interval. There will be no charge but a donation will be welcomed.</p> <p>A raffle will be drawn on the night. Message to be sent out to all parents asking for donations. These can be handed into the school or given to a PC member.</p> <p>There will be no charge to attend the evening. Tickets will be given to performers and the remainder will be made available for collection at the office for anyone who wants to attend.</p> <p>KP will produce a flyer for the event and tickets. KP will email PC members to ask for helpers.</p>	<p>PC members</p> <p>KP</p>
AOCB	Nil raised	
Next meeting date	Monday 24 th February, 6:15pm in Lanark Primary School	