**Present**

Claire Horsburgh (Chair Person), David Shaw (Active Schools), Fiona Mackay, Jenna Gray, Lauren Swinwood, Elaine Smith, Mandy Cranstoun, Katie Banks, Mhorag Drew, Carlie Davidson, Holly Ross, Rebecca MacLeod, Nina Manning

Aileen Mackay (Head Teacher) Amy Nicol (Teacher Representative), Emma Scott (Teacher Representative)

**Apologies**

Ken Gowans, Morven Reid, Carol McManus

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| Agenda Item and Discussion | Action |
| Update from PC  Chair Person’s Report  Class Dojo – partnership with Mrs Mackay to encourage both parents and teachers to use dojo appropriately and continue to prioritise face to face / google meet communication. Hoping Teachers understand that PC support them are will continue to do so going forward.  Thanks to everyone in the wider forum to help with events going on at the school (discos, etc) and will be looking for more help this year.  Treasurer’s Report  Money coming in totalled £6386.36  Money going out totalled £12,556.33  £4,000 donation from past year’s fund, disco stock has already been prepped for this year.  Appointment of 2023/24 Committee Members  Chairperson – Claire Horsburgh  Deputy Chairperson – Holly Ross and Rebecca Macleod  Secretary – Sarah Davidson  Treasurer – Carlie Davidson  Teacher Representatives – Amy Nicol and Emma Scott  Thanks to Mrs Parke and Mrs Tough for their part in the Parent Council and the work they did.  Constitution  The rules by which the Parent Council is run – want to put out as a consultation and bring back as a vote so everyone understands expectations of PC. | *Members appointed seconded by other members.*  *Members to take a copy and vote will take place at next meeting* |
| Head Teacher Update/Report (see attached document)  *ES – is the data from just P1, P4 and P7?*  AM – data comes from across the school from P1-P7 and is up 13% from last year.  Thanks to Claire H for coming together with Class Dojo agreement for both parents/carers and staff going forward.  JG – *notice that we get a Dojo sometimes for having a healthy snack, and sometimes disappointed when we don’t get one – makes me rethink what I’ve given*  AM – I understand, some healthy items are expensive and its easy to reach for a quick and easy snack when trying to get kids out the door in the morning. But can you imagine trying to teach children, having had this amount of sugar? (referred to glass full of sugar, equivalent to a child’s packed lunch). We are not judging, but somehow, we need to get across that are different ways of having reduced sugar in snacks.  *ES – Dave Recks has updated his YouTube links to do with food and behaviour, can share link.*  FM – new webinars are available this year (1.5hr for each topic)  After School Clubs – Jenna Gray has started with Athletics, but with P7 pupil moving up to S1, Basketball is now no longer included (parent helper was parent of ex-P7 pupil).  Ex-pupil is keen to come back to do Dance workshops with P1-3 on Friday afternoons.  AM understands it is a commitment, but we do not want to let the children down who have done previous groups.  Agreement from members that gardening is looking nice, from previous Gardening group efforts.  Nice to see caps from Leadership still being worn around the school (ELC, P3s and P7s received upon completion)  Aileen would like members to think about what do we want to achieve as a Parent Council? It’s about working together, enhancing the learning and teaching, the life of the school and that all parents feel they are part of the school.  *KB – was there £250 allocated per class for trips?*  AM – some classes have had trips, but difficult to get buses – had to take luggage to Glencoe and back because we couldn’t afford it but we have secured buses for next year. P5KS went to Merkinch Nature Reserve, P1 went to the Fire Station and P5LM went to Abriachan.  *ES – will this add to cost of next year’s P7?*  AM – was £315 this year (everything included), no child will be unable to go due to cost. There are always ways we can help and funding we can get to help families. Sometimes we get money for transport but this is not added to the children’s costs for the week. Approximately £335 for next year’s P7 so only a £20 increase.  *AN – can remind teachers that there is that money available for classes to go on trips.*  AM – money is ring fenced, is available when needed and not given to anything else. Keep an eye on school blog for where classes are going and how money is being spent. | *Aileen asking for parent volunteers who would like be part of research that Kirsten Mackay is doing with the younger classes.*  *David to check in with Ella White (ex-pupil) and other children who are keen to come back and deliver workshops.*  *Google Form to go out for children to sign up to clubs – Claire to put out a message of Facebook group to see if any interest in other clubs* |
| Parking  Leave as a standing agenda item – Nikki MacKenzie (Community Council) has raised parking directly with the Highland Council and a meeting took place on 29th June with Mr Lyons, Ian Graham (HC) and Nikki. Ian Graham was taking away the suggestions made, to see what is feasible. Another meeting is to be scheduled, which we will have a place at the table for, Project Design unit will carry out a survey/design work this month, and will then design some improvements based on requests. Will take an action to keep in with these discussions and update at the next meeting.  *ES – don’t know how someone hasn’t been hurt or killed*  LS – temporary traffic lights at the bottom which has been causing problems this week.  *RM – same parents still coming into main car park every morning when children are trying to cross the road, still quite dangerous.*  Members mentioned ice cream van had children queuing out onto the road a few weeks back, aware the school can’t do anything but taking up parking spaces across from the school.  AM – if people didn’t use it, it wouldn’t come but Council can’t do anything either.  *LS – not just us, happening at other schools as well. Not cheap either.*  ES – great for healthy eating at school…  *AM - not just the PC’s responsibility to deal with this, it is every parents responsibility to make sure they are parking properly or to say no to their child wanting ice creams.* | *Will continue to give updates as and when they come.* |
| Culloden Academy Building  Note that this is a concern for Smithton parents, as Culloden is the natural next step for our children. Update from Ken Gowans 26/9/23 states that Culloden is still going ahead, £3.5million has been agreed, however it has been delayed pending additional funding from the SG. Ken Gowans happy to take a list of questions and find answers for us. So please email any questions ([Horsburgh.claire@gmail.com](mailto:Horsburgh.claire@gmail.com)). | Members agree to keep this as an item to share information and updates.  Members to email Claire H if they have any questions to put forward to Ken Gowans |
| Fundraising  Jingle Jog – MFR Cash for Kids  Hot chocolate donations stand was popular last year.  £3 entry per person, still have medals left.  Toy Swap – would like to be in early November so parents/carers can be organised in terms of what they need or what they want to donate. About the sustainability rather than if you need something.  *JG – couldn’t believe how many MFR bags we had as a school anyway, and how many people didn’t take advantage of toy swap.*  AN – need to normalise it more  ES – horrified the amount of clothes lying around in the playground as well.  *AM – don’t understand how some parents can afford it, a lot still unnamed* | Confirmed date **9th December at 1:00pm** |
| Fundraising Requests  AN – Mr Hardie wanted to pass on about the Christmas Card fundraiser that will be going home on Friday. Each child will receive a blank leaflet to design their own Christmas card that parents can then purchase. Money will be split between the school and company making them.  CH - last year we had the Prize draw that took in £100 – a lot of work for a low amount of money. Are there any other fundraising options?  *ES – could we have it split more ways?*  AM – is there enough this year, with the Christmas cards as well?  *ES – could we have refreshments at events to add more money?*  Talent Show – parents have been asking CH if this will be happening again? Was held previously at Culloden Academy in 2018/19.  *AM – was run by Parent Council and had lots of children involvement*  ES – linked to Wake Up Shake Up group, had musicians, gymnastics, etc.  Butterfly Room – Wigwam  Some children are needing a quieter area, and have been making little nooks outdoors but materials are not sustainable. Butterfly Room shared a letter with Parent Council members.  *JG – for one room or all 3?*  MC – approximately £130 for wooden ones  Coaches Jackets – thought these had been ordered for Athletics?  *JG – would be nice to be recognisable for parents and kids at different events. Received the high vis jackets* | Members agree to pay for one for each room  Link sent to Aileen for order |
| Dates to Note  2nd November – Autumn Disco with autumn colour theme for dressing (waiting for booking’s team to approve application).  If you’re helping at the disco, should help to clean up at the end as well (children welcome to stay behind while doing so).  Thank you to the community for allowing us to have our Summer disco outside. |  |
| AOCB  Inappropriate language being used in the park – understand it is not a school issue, but if they are using it in the park then they might be using it at school.  *ES – saw some older children going in the water as well, wearing Leadership jumper from HLH.*  Nina Manning has been in touch about the Wraparound Care – poll was put out on Facebook page (114/126 parents said they would use).  Nina happy to take it forward to take to Highland Council.  *AM – would suggest that it is done through PC because then we have the backing and see if people step up to take it forward. We have had it in the past, but it didn’t last due to people pulling out.*  JG – what is the take up with Nursery children?  *MC – we have around 12*  AM – we sometimes hardly have any so we now have ELC until 3pm  *NM – is this a high number for you or have you had this number in the past?* AM – had around same number before  *ES – would use but depends on times and costs*  MC – we’ve had parents say they will use it and then they don’t so overstaffed for very few children  *AM – might be worth asking someone from the Council to come to next PC meeting to discuss or parents who would like to use it*  RM – could we draft a document to say what we would need to run this and put to parents for edits? | A plea from Claire for parents to remind children about their inappropriate language.  AM to put it to Learning Council about use of language in and around the community  Claire and Nina to discuss |
| AOCB |  |
| Date of Next Meeting  Claire to confirm |  |