**Minutes of PTC Meeting held on 14th November 2023** 

**Chaired by Jill Wilson**

**Present**

Paul Meehan- Head Teacher

Steven Nicol - Deputy HT

Nikki McCormick - Deputy HT

Jill Wilson - Chair

Stuart Strachan - Treasurer

Patricia de Vries - PTC

Kirsty Peacock - Clerk

David Glen - Parent

Melanie McCarry - Parent

Nancy Lombard

Ruth McIntoch - PTC
Phil Nailor - Parent

Olivia Hanley - PTC
Elisa Alvarez -Curto - PTC

Oksana Khvostenkp - Parent

Yasmin Saifullah- Parent

Neil Kydd - Parent

1. **Welcome and introductions – JW**
2. **Actions from the previous meeting - All**

Thank you cards - Nikki will organise for the children to do some designs - **action Nikki**

1. **Monster’s Ball feedback - All**

Jill offered thanks to Nancy and Kirsty

Paul

* Alternate experience of Monsters Chill was well received.
* DJ and logistics went pretty well.
* Dress up on the day - pros and cons to this
* Q - How do we ensure every child gets the same experience?
* Once they are in - can we have a package deal?

Kirsty suggested a voucher scheme - so those who pay can and those who can’t are given a voucher

Nancy suggested a pay of forward scheme

Paul and Olivia will draft words for pay it forward/monthly payment to PTC - **action Paul and Olivia**

1. **P7 leavers’ event and hoodies - Melanie**

Melanie - Some of the P7 children would like to get their hoodies earlier.

Stephen - It is a leavers hoodie. When the hoodies come out, they think this is it coming to the end. A company I have used before is ethically sourced. We need to ensure we don’t have too many cooks and have a gradual introduction. Say every Friday to begin with.

Melanie - what price did you charge last year?

Stephen - £14-16.

Melanie - this is what we would be looking for and if so, we will use your company. I think this is what the PTC funds are for - if there’s children who cannot afford them. To be clear, this is not a PTC thing. This is the parents of the P7s

Jill - suggests Jill, Elisa and Melanie work together - **action Jill, Elisa and Melanie**

Stephen - happy to get the sizes and hand it all over

Neil Kydd - it would be good if this knowledge could be retrained

Jill - what will be the process for deciding on the event?

Stephen - we have no yet started the process - it will be similar to last year

Melanie - re timings - we need to book a disco months in advance - even if we have an indication?

Stephen - we should be in a position to do this - we tend to go for a Thursday.

Melanie - I do think it is good for the children to have a voice. Primary school is the last chance they have to be little children.

**5. Whole school events: Christmas trip, Christmas concerts and PTC hospitality at these - Ruth**

Stephen - Christmas cinema trip is covered from other funding, the Christmas events, and the Christmas cards.We are doing it on the last day of term as a celebration

Maybe hoping for a donation to buy the snacks? £200-300 pounds at the most

Stuart - confirms this is reasonable

Ruth - PTC hospitality for the Christmas concerts? - Stephen, the P7s are on board with this so PTC not required

**6. Spring fair? -All**

Olivia - 7 March, 18 April planning dates and 28 April event - draft dates

Olivia volunteered to coordinate

Mervyn - can we think about pushing it into May?

Jill - because of other things we have coming up, it works better in April

Paul agreed and added the May long weekends can make it difficult

**7. Fundraising – All**

Kirsty agreed to take it away and set up a group - **action Kirsty**

**8. PTC future structure and roles – agree process and set a date – All**

Ruth - we are losing some long standing members in the summer and we need to think about how we plan for this.

Jill - shall we put out a few dates and we can see who can come along - **action Jill & Ruth**

**9. Headteacher report**

**Langside Primary School PTC: HT Report November 2023**

**Staffing**

* Full complement of teaching staff in place.
* Miss Lauren Hannah is now fulfilling the Acting Principal Teacher post for the duration of Mrs Hazel Dalgleish’s MAT Leave.
* Miss Sarah Harrison fulfils the 0.4fte Acting PT post vacated by Miss Hannah. This will continue until Mrs Aujla returns to her full time PT post in February after a period of work life balance.
* We continue to push HR/CBS Supply to finalise cover for Miss Hunter’s MAT Leave which begins on Monday 20th November. We started this process 2 weeks before the October Break.

**Support for Learning Workers**

* Full complement of SfLWs currently in place.

**Clerical Staff**

* Full-time Clerical Assistant, Hayley Doherty.
* Part-time Clerical Assistant, Laura Frew (Thurs-Fri).
* 60hrs allocation to be addressed in coming session.
	+ We appreciate parents being patient with us as being short-staffed undoubtedly impacts on service delivery and everyone is doing their best.

**Pupil Absence Reporting Online Form – particularly important due to clerical shortage**

* [https://www.glasgow.gov.uk/pupilabsence](https://www.glasgow.gov.uk/index.aspx?articleid=18832)

**Roll Update**

* 362 pupils in 14 straight classes (2 new pupils joining this week).
* 2 classes at each stage.
* Spaces at all stages.

**PE/Outdoor Learning**

* Gym days confirmed with parents and revisited regularly.
* Also on PIOTA App and shared through Seesaw.
* 2 hours of PE each week.
* Outdoor Learning encouraged while considering the weather.

**Class Assemblies – Celebration of Learning**

* List of this sessions assemblies has been shared with parents and updated regular with reminders in advance.
* PTC continue to support with coffee, tea and biscuits

**Cordia, School Dinners and Dinner Hall**

* ParentPay system in place with support provided as required.
* All P1-5 pupils continue to be entitled to Free School Meals.
* All children to choose lunch on ParentPay, in advance with parent support.
* All school payments now must be made through ParentPay.
* Dinner hall concerns should be raised with Elaine Belton, Cordia Supervisor, on 0141 882 5217
	+ \*We are also happy to pass on emails should you send them to headteacher account

**ESOL Classes**

* ESOL classes approach adapted this session and now in place.

**Parent Portal**

* Parent Portal issues resolved.
* Support provided by Clerical Team for parents as required.
* Aim is to improve/increase digital communication between families and schools.

**Fundraising Events/PTC**

* Pre-loved Uniform continues to be promoted.
* Food Stall being develop and led by Pupil Action Group with support of Mrs McCall.
* **UNICEF** fundraiser for the Dress As You Please Day for November.

**ICT Development**

* One to One iPads being rolled out across P5-7 this session.
	+ P5 iPads will go home later in the session after further iPad training to develop confidence.
* P1-4 Shared iPads in classes (8 per class).

**Twitter Accounts**

* @LangsideHT – will be HT account, monitored by HT
* @LangsidePri – will be school account monitored by Rhiannon Gallen
* @LangsidePTC – will be PTC account monitored by PTC Chair, Sharon Morrison

**10. AOB**

Stuart - offered to support with wording for the unicef fundraiser.

David Glen - I am keen to work with school to bring some of these things into the high. Netting - astroturf? I am going to go back to the school and look at getting some funding together.

Phil Nailor - my company does gifts to local charities and orgs - I suspect there is a huge untapped source there. How do we tap into this?

Add Phil and David to the fundraising group to get things going - **action Kirsty**