



**Minutes of the Meeting held on Tuesday, September 5th, 2023,
at 6.30 pm via Teams**

PRESENT:

Colleen Castillo (Chair); Diane Rough; Elohozino Benneth; Chikezie Emele; Allana Watson; Katie Rose; Uju Nnakwe; Sara Laing; Alu; Emma Morton; Oluwatoyin Oreoluwa, Abosede Olu-Fredrick, Hind Abu Dabos, Ifunanya, Charlene.

Co-opted members: Susie Webster; Arline Walker; Charlotte Serna;

Guest: Shona Gray (School Nurse); Paige Stalker (Active Schools).

Item		Action
1. Apologies	No apologies.	
2. Approval of previous minutes	There was no minute from the last meeting as the secretary was present and access to the recording of the meeting was lost due to GDPR data storage duration on Teams.	CC
3. Actions from previous meeting.	N/A	
4. Finance	Balance: <ul style="list-style-type: none"> Over £12,000 due to Fairer Aberdeen fund needs to be spent by the end of March 2024 £800 Asda snack grant £110 for the school via HALLA Coffee morning Reserved funds: <ul style="list-style-type: none"> £30 for each P7 (£2,000 total) Expected balance after upcoming payments: £4,000. Potential future expenses: <ul style="list-style-type: none"> Subscriptions New rugs for classrooms – any contribution would be very much appreciated Other requests 	
5. School Update	Update on Care Plans: The school nursing service team provides care plans for children with medical conditions, including epilepsy, asthma, and diagnosed severe allergies [not things like hay fever]. If	

	<p>you are unsure whether your child needs a care plan, please contact, Shona Gray.</p> <p>Shona is the school nurse for Kaimhill Primary School. She visits the school every Tuesday to see students with emotional and physical health concerns. Shona and other school nursing service teams also help students who are experiencing transition anxiety, such as those moving from nursery to P1 and P7 to S1.</p> <p>P7 Activity Week:</p> <p>Diane: The school has traditionally provided children with a P7 activity week in term, historically residential but since Covid this has not been possible. This year, the school is considering returning to Cromdale, which has a capacity of 43 children. The school has 62 P7 children, so the trip would need to be split into two weeks. The cost of the trip would be £21,700 total for three nights and an additional £850 per week for transport. The school will receive a donation of £1860 from the Parent Council and has also traditionally asked for a deposit from parents, which was £60 per head last year. Most parents would be happy to pay up to £100 for a deposit, which would raise £6,200. The remaining £14,490 would need to be raised through fundraising. The school is asking for parents' views on whether to go on the residential trip or have a daily activities week, and a meeting will be arranged with P7 parents.</p> <p>Susie is concerned that P7 children and teachers are having to invest a disproportionate amount of time in fundraising for the trip. She would like to see more support for the trip, especially from parents who are more involved in fundraising. Susie believes that the trip is important for the children's learning and development, especially in the aftermath of COVID.</p> <p>Emma shared concern around the impact of the cost-of-living crisis. Emma suggested that parents of P7 pupils should be more involved in fundraising as the cost-of-living crisis is making it difficult to fund new and exciting projects. Businesses do not have the money to give to charities and other organisations that are not tackling food poverty.</p> <p>P7 Leavers Hoodies:</p> <p>Diane: Traditionally P7 leavers hoodies were given out on the morning of going to Cromdale. During COVID, the kids received their hoodies early because the classrooms were</p>	<p>DR/ SW</p>
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	<p>cold.</p> <p>This year, SLT is considering distributing leavers hoodies to the P7s after Christmas, but this will depend on behaviour. The school wants to avoid the behaviour of the P7s slipping further when they receive their leavers hoodies. One hoodie per child will be gifted to the children from the school, and there should be the option to purchase an additional one.</p> <p>School Accommodation extension:</p> <p>Susie shared the plan to convert one of the rooms along the community corridor into a general practice room, and a small room previously used by the police into a meeting room. The current school library and GP room will become two P6 classes. The cloakroom will serve as the library and the enclosed room beside it will become the general-purpose space for the younger kids. This space will contain things like musical instrument, drama etc.</p> <p>School Improvement Plan:</p> <p>Susie shared her vision to develop the school improvement plan, with a focus on increasing diversity across the school. She suggested a few ideas, such as an event to recognise and celebrate the different nationalities represented in the school, and a partnership with the parent council to better understand and support their needs. She also suggested adding more opportunities for parents to understand the school curriculum to the parental engagement calendar.</p>	
6. Active Schools	<p>Paige is the active schools coordinator for Harlaw ASG and wants to get more clubs running this year. If you know anyone who loves a particular sport, Paige would be happy to meet with them at the school or over the phone to discuss starting a club.</p> <p>The school is looking for volunteers to help with the running of clubs and is hoping to get some RGU students to come across and help with a morning club. The school currently has a P7 netball team and a P2-3 football team. Parents or guardians are welcome to volunteer.</p> <p>There are free athletics sessions at Inchgarth for Kaimhill and Broomhill pupils. If you are interested in registering your child contact Paige and she will pass on your details. The club is currently running in blocks until October.</p>	
7. Uniform Bank	<p>Arline: Suggested the need to create a more accessible way for parents to check and pick up second-hand uniforms</p>	

	<p>from the school.</p> <p>Colleen will liase with Fiona regarding the gaps in the uniform bank.</p>	CC
8. ParentPay App	Colleen raised that there have been quite a few parents having trouble with ParentPay App. There is confusion around when money is collected from parents bank accounts, and whether the balance shown is accurate based on meals the children have booked. Susie will look into this.	SW
10. Class Reps	Colleen: will consider how best to publicise and recruit for class reps to improve the Parent voice and feedback to the wider parent body	CC
11. AGM	<p>Colleen: There will be re-election/election of office bearers at the AGM.</p> <p>The AGM meeting will be held in person on Friday, 29th at 1:30pm.</p>	
12. Closing	<p>Susie asked for the parent council meeting to agree on meeting format either in-person or remain virtual.</p> <p>The meeting format is to be decided at the AGM meeting.</p> <p>Colleen thanked all attendees and closed the meeting.</p>	