



Tayport Primary School,  
Playgroup and Ferryport Nursery  
Parent Council

**Minutes of Meeting**

06/03/2013 @ 7pm

**Apologies:** Kirsty Wright, Paul Atkinson

**In attendance:** Sherree Rennie (Chairperson), Linda Welsh (Treasurer), Alison Christie (Secretary), Kirsten Rae (Vice Chair), Jenni McCallum (Playgroup Leader), Jane Holmes (HT), Jennifer Peterson (DHT), Fi Tough, Jill Tennant, Ashley Clark, Lauralee Williamson, Catriona Sharpe, Stephanie Forbes, Christine Kingsley, Laura Dobson, Ian Cameron, Fiona Harper, Angela Scott, Kevin Wilson, Allison Wilson, Susan Main, Samantha Dykes, Jennifer Gowans, Louise Price, Andrew Dykes, Chris Torrance, Vanessa Rengger, Joy Atkinson, Cllr Maggie Taylor

1	<p><b>Matters Arising from Last Meeting</b></p> <p>Minutes of the last meeting were approved by Kirsten Rae.</p>								
2	<p><b>Chairperson’s Report (SR)</b></p> <p>Sherree extended a warm welcome to Mrs Holmes on joining Tayport Primary.</p> <p><b>Easter Fayre</b> – Will not going ahead due to the level of activities going on in the school and limited space.</p> <p><b>Nursery sponsored walk</b> organized for 22<sup>nd</sup> March. Money from this will go towards climbing frame.</p> <p><b>School Sponsored walk</b> has raised £1035.20. Bag drop to go out to say donations are still welcome.</p> <p>Sherree informed the Parent Council body that 76 children returned money/donation for the sponsored walk, (23 children returned value of £15+) this breaks down per class as;</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>P1 - 15</td> <td>P4 - 15</td> </tr> <tr> <td>P2 - 10</td> <td>P5 - 7</td> </tr> <tr> <td>P3 - 6</td> <td>P6 - 15</td> <td>P7 - 8</td> </tr> </table> <p><b>From previous minutes:</b>  <b>Correction:</b> Both Smart boards have now been installed. Leaving us only 3 to fund for school and 1 for nursery.</p> <p><b>Building Site update</b> – See School News section</p> <p><b>Tuck shop</b> – ongoing</p>	P1 - 15	P4 - 15	P2 - 10	P5 - 7	P3 - 6	P6 - 15	P7 - 8	
P1 - 15	P4 - 15								
P2 - 10	P5 - 7								
P3 - 6	P6 - 15	P7 - 8							

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### Treasurer's Report (LEW)

Current Balance	£5501.00
Still to pay	
Smart boards	£3000 approx tbc
Panto payment	£400
Burgh gardens	£70
Balance after above payments	£3067.47 approx

JH to clarify exact Smart board figures

Huva band night raised £440. This can be used for the children's Christmas panto's – LEW awaits invoice from School.

#### Toilet passes

JH informed the Parent Council that this was introduced as part of the day to day management of the school because some children were hanging about toilets, some were eating in the toilets and some were messing about.

The teachers appreciate that children need privacy when going to the toilet and this system allows for this. Discretion is being used if children look as if they need to go desperately, children will not be made to wait. There are now more passes in place and these are being cleaned. As this is a new system the staff are closely monitoring the situation and will regularly evaluate ways of improving the toilet pass system.

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#### Secretary's report (AC)

**Fife Council Animation Competition** – JH informed the Parent Council the school is taking part in this competition.

**Bullying policy/box.** JH to look at bullying procedure, box.

**Parent Council Website** – Carried on from previous email, PC would like all bag drops etc to have PC website address to promote the site more.

<http://www.tayportprimaryparentcouncil.co.uk/>

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#### School News (JH)

Jane thanked Sherree, Parent Council body and teachers for welcoming her to the school. She looks forward to working with us.

**Communication** – Jane would like to encourage parents/carers to speak to her in person, by phone or email for matters of concern.

**Building site Update** - A couple of weeks have been lost due to bad weather, completion date is approx mid June according to project manager. Building is nearly watertight, rendering will take about 2wks, and scaffolding will come down after rendering has been completed. School Wynd will be rebuild after scaffolding has been removed (Approx May).

**Replacement windows** – Delivery date delays on windows to the side and rear, meant to be Easter Hols, awaiting confirmation.

6	<p><b>School News Continued</b></p> <p><b>Smart boards</b> – JH to confirm the costs involved for installation as these don't match Parent Council records.</p> <p><b>Christmas fayre</b> – JH to confirm what the money was spent on and information will be issued via a bag drop.</p> <p><b>CCTV</b> – Cameras at the front door have now been repositioned.</p> <p><b>Book week this week</b>– Lots of activities going on in the school.</p> <p><b>Red Noses</b> - Sold out but more are being sought to meet demand.</p> <p><b>Rotaty Quiz</b> – P7 pupils did very well along at Wormit Primary.</p> <p><b>Big book Quiz</b> - 3 P6's pupils are off to Rothes Hall in Glenrothes for the final on 8<sup>th</sup> March.</p> <p><b>P5/P6 rugby taster sessions</b> – Children thoroughly enjoyed the first taster session. Many thanks to the parents for helping out.</p> <p><b>Nursery (JP)</b></p> <p><b>Sponsored walk</b> – 22<sup>nd</sup> March</p> <p><b>Eco week</b> - Beginning 18th/22nd</p> <p>Transitions with school have begun.</p> <p><b>Red Nose Day</b> - Children can dress up in red for March 15<sup>th</sup>.</p> <p><b>Library visits</b></p> <p><b>Xmas Fayre money</b> – JP to check what the nursery spent their money on.</p>	
7	<p><b>Playgroup News (JMcC)</b></p> <p><b>Red Nose Day</b> - Children can dress up in red for March 15<sup>th</sup>.</p> <p>Transitions with nursery have started.</p> <p><b>Playgroup Trip</b> - Pirate Island 18th March</p> <p><b>Wildlife Park Trip</b> - planned TBC</p> <p><b>Inspection</b> - Went very well expecting a good report.</p> <p>No dates for open day</p>	

8	<p><b>Fundraising</b></p> <p>Fundraising Paul is collating the information.</p>	
10	<p><b>Any Other Business</b></p> <p><b>Dates for the Diary</b></p> <p><b>School Fete</b> - 29th May School Fete , P7 games 28<sup>th</sup> May  <b>Health Week</b> - 17th-21st June  <b>Sports Day</b> - Friday 21st (provisional)</p> <p><b>Burgh Gardens</b> – JH said school is still keen to utilise the burgh gardens but we are aware that the property can be sold off at any time if a suitable building is found for the library.</p> <p><b>Playgroup Funding</b> - Susan Mains has a funding possibility for the Playgroup to discuss with Jenni.</p> <p><b>Taybridgehead parents facebook page</b> - Joy Atkinson brought this to the attention of the Parent Council. This FB page is for the Madras College current and future parents/carers to ask questions. Real answers to questions.</p> <p><b>Parent Council Website</b> – AC to look into adding a blog to website.</p> <p><b>Playground</b> – KW asked about the play surface as mentioned in previous Parent Council meeting. JH in talks with the contractors about what will happen to the surface of the playground after the build. She also has a contact about who can advise us about funding. Needs to go through Fife Council contractors to ensure we have annual safety checks.</p> <p><b>Sponsored Walk Donation</b> - - FH asked about putting out a bag drop saying it's not too late for handing in a donation. Sherree has this is order.</p> <p><b>Smart Boards</b> – AC suggested the school might want to have an open afternoon where parents/carers can come and see how their children can benefit from the use of Smart Board technology. JH to action.</p>	
11	<p><b>Date of Next Meeting</b></p> <p>1<sup>st</sup> May 2013 @ 7pm</p>	