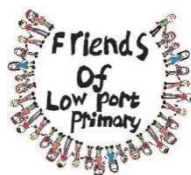


Minutes of Friends of Low Port (FLPPS) SCIO
Thursday 5th June 6.30pm Lowport Primary School

Attendees

Carrie Reid (Chair), Cara Chavagneux (Secretary), Joanna Partridge, Karen Donaldson, Sarah Brownell, Kate O'Hara, Sinead Davidson, Nicky Hocknull, Helen Wallace, Claire Metivier, Ann Neilson ,

Agenda Item/Notes	Action
1. Welcome, Introductions and Apologies • CR welcomed everyone to the meeting • Apologies received from KS	
2. Review of Minutes of February 2025 Minutes were approved by SB and seconded by KD	
3. Declarations of Interest None	



4. Treasurers Report

Opening balance on 27/4/25, £3613.30

Funds

Easy Fundraising- £17.69

Uniforms- £4430.70

Disco- £686.70

Spring Fair- £714.17

Gala Day- £36.18

Outgoings

Large invoice for uniforms is pending, approx £3670

Reserve:

P7 leavers- £250

Gala Day expenses- £250

First Aid Course- £400

General reserve- £1000

N.B Various expenses relating to school disco and gala day have not yet been reimbursed

Closing balance 3/6/25 £9498

5. Fundraising

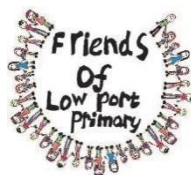
Disco

Event went well, the silent disco was well attended and enjoyed by children. £215 cost but members agreed this was a good investment, and silent disco and quiet space in the library makes the disco more inclusive for all children who would like to attend.

A decision on the night meant that entry/exit was via the infant door to stop parents/carers passing through the zone where children were gathering. CR thanked GF for taking on the role of organising the last 2 discos which have been a big success. CF is leaving the parent council and a new volunteer(s) will be required to run the event going forward.

Sports Day/Spring Picnic

Positive feedback from parents/carers and children. Feedback re staggered times for races meant it was difficult for parents to watch, particularly if they have multiple children at school. NH acknowledged the feedback and discussed children finding the large spectator number overwhelming, and school working to find a balance to support children and families to enjoy the event. School have sent out a survey for children to complete.



The spring picnic was a successful event, well attended and aided by the good weather. SB advised awaiting donation from Mannerstons. Members discussed involving the P7s more in the running of stalls, activities etc. Also discussed communications to increase awareness of event. Events are all communicated in the shared family calendar, weekly newsletters and class whatsapp groups. CR discussed creating a FLPPS calendar, detailing events including meetings and fundraising events, with a link which can be shared with parents/carers. NH referred to the Family Calendar which is issued in August, and additional reminders are sent throughout the year. A FLPPS calendar will be trialled in 2025/6.

Gala Day, Saturday 21st June

KS provided an update on organising to date. 87 sign ups, unclear the adult: children ratio as PTA events books a total number. KS advised a continued appeal for materials (4 pint milk bottles and 2L juice bottles) is required as material supply is low. A projected cost for food/drinks can be made now entry numbers are confirmed. Water, crisps and bananas will be provided. C to purchase. KD advised that £250 for gala day has been approved and these funds can be released at any time. CM asked for children's drawings from school which will be used to decorate the van. SD advised some are available in the office already, and remainder will be ready by 13/6. HW offered cardboard supply if required, and KOH can assist with rocket construction. KS asked whether facepaint would be available like in previous years. TBC. Communications will encourage entrants to wear their own space accessories if they have any, but not mandatory.

CM

2025/6 Events

Swish event

Discussed running event alongside another event to increase footfall. Event in Sept 2024 gathered a lot of donations, but was not well attended therefore a lot of work to distribute clothing to charity shops after the event. Discussed combining with a family bingo event which has been well attended in the past. Further planning at the next meeting.

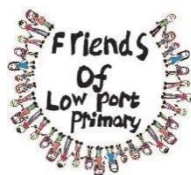
Quiz Night

Members reflected that Rose Club has worked well as a venue. JP will also enquire whether the cricket club could be used as an alternative option. Members discussed a family quiz as an alternative, but all agreed that an adults only quiz would be run in 2025/6. HW will lead on the organising for March 2026, quiz master to be confirmed

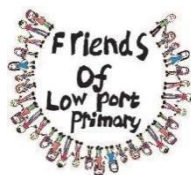
JP

Cheese and Wine

Thursday 11th September 7pm. KOH will organise food



Members agreed at meeting in May 2025 that a sound system for the school will be purchased with FLPPS funds. The school has provided 2 quotes, and KOH will review (ranging from £1975 to £2350). SB has also researched and provided quotes are competitive and cannot be matched. Members agreed that £2500 would be approved for purchase, KW approved, CC seconded.	
6. Head Teacher's Report <u>P1 Transition</u> • P1 transition is well underway and we have had positive feedback about our programme so far. • Our P1 intake is full with some refusals at this stage. Some appeals are underway. • If anyone from PC would like to attend the parent session in June to speak to parents/carers about the role of PC, it would be appreciated. <u>School Fund</u> • School fund – update at the next meeting as we cannot access our system just now. <u>Musical Tuition</u> • Music tuition is now in place for P5-7s. <u>FLPPS PVG</u> Disclosure Scotland have recently made changes to the PVG scheme with the introduction of the Disclosure (Scotland) Act 2020. These changes will affect Parent Councils and will now require them to ensure that members have a 'Parent Council' PVG in order to attend and participate in core activities - this will be at no cost through Volunteer Scotland but it will be a legal requirement. A document has been shared with Carrie which outlines the main changes and further supporting information on parent run groups from Disclosure Scotland. WL are currently working with 2 Parent Councils to create simple guidance and a support pack of templates to assist with navigating this process. They aim to have this soon, so further information will follow soon. <u>Further info</u> As PC are now seen as separate group from the school, the Parent Council's are now required to have PVGs in order to continue to function. It isn't just office bearers that will require this. Any PC member will be required to hold one of these - some events may not require all helpers to hold a PVG. If it was a PC Christmas Fair, outside school hours and all children were accompanied by a parent/adult, then helpers on a stall would not require one.	



If the PC were holding a disco out with school hours, then volunteers helping with supervision would require this. Just having staff from the school present (with school PVGs) at these events, isn't considered sufficient. Even a discussion around the arrangements/organisation of this event would require PC members to hold a PVG for the PC. If there are any discussions or decision making that affect or impact children then members are required to have a PVG, they do not need to work directly with children as the term regulated roles extends the reach of the PVG requirement beyond regulated work. The wording to describe this is exercising any 'power or influence' over children. There are items on an agenda for a Parent Council that would not come under this however the advice is that to ensure legal compliance, members should hold this. The starting point for the PC is to register the group with Volunteer Scotland. A named person needs to do this and then once this is set up (named person will receive a phone call regarding this), a signatory should be identified and PVG checked for the group. Following this, we would get consistent members registered and then work outwards.	
7. Uniform Update Not discussed	
8. PVG Update Refer to Headteacher's Report	
9. AOB KS will contact Decathlon contact to enquire about provision of equipment to schools. SB will provide list of equipment which was discussed previously for school football team.	KS
10. Date and Time of Next Meeting Thursday 28th August 7pm	