



Burrelton Primary School, School Road, Burrelton PH13 9NZ  
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## Meeting Minutes 22<sup>nd</sup> November 2023

### 1. Attendees:

BPS Head Teacher Angela Thomson (AT)  
BPS Principal Teacher Fiona Glass (FG)  
Andrew Medleycott (MED)  
Michelle Murray (MM)  
Anastasia Mitchell (AM)  
Anonymous participant.

### 2. Apologies:

None.

### 3. Minutes from last meeting:

- Fundraising at football matches in Perth is sadly no longer viable. The owner, Struan, will be in contact if this changes.
- MM has created a wish list on Amazon for emotional support books for the school. This will be forwarded to the school in an email to circulate to the wider school community.
- The Christmas Disco will be on 19<sup>th</sup> December. Pupils will be asked to make a £1 contribution in order to attend. We will be looking for parent helpers. MED will look into booking this asap.
- Raffle tickets for the Christmas hamper will go on sale on Monday 4<sup>th</sup> December and winners will be drawn at the Christmas disco again.

### 4. Finance Report:

- The current balance of the Parent Council account is £1785.16. There are still a couple of items that are pending to come off the balance.
- AT asked that we chase up the payment for the Big Day Out as this has not yet been received. MM to follow up.
- We have received £40.90 from Easy Fundraising this quarter.
- Members of the Parent Council are looking into contributing towards the purchase of iPad's for the school.

## 5. Head Teacher Report:

Staffing		<ul style="list-style-type: none"> <li>• Miss Forrest, CT absent since Monday 30 October. Due back on Monday 27 November.</li> <li>• Heather Jackson new in post Mon-Wed and Lucie Wolf has been appointed for Thurs &amp; Fri. Start date TBC.</li> </ul>
School Budget		<ul style="list-style-type: none"> <li>• School Fund – £1335.47. Most of this money is committed for activities such as Panto, Eco etc. However, hoping to fund at least 1 possibly 2 iPads.</li> <li>• DSM – £8615 with £4910 committed. £3705 is left and this is all in supply.</li> <li>• PEF – £11025 and c/f of £1432 = £12457. All committed except £1785 for horse riding and other trips.</li> </ul>
Diary dates		<ul style="list-style-type: none"> <li>• Friday 24/11/23 - Mobile library here</li> <li>• Tuesday 28/11/23 – Small schools event at BHS</li> <li>• Thursday 30/11/23 – Flu immunisations</li> <li>• Thursday 30/11/23 – Day of Dance/ St Andrew's Day</li> <li>• Friday 1 December – Pyjama Day &amp; Quiz Day</li> <li>• Monday 4 December – Book Fayre</li> <li>• Tuesday 5 December – show Racism the Red Card event for P7</li> <li>• Wednesday 13 December – Christmas Concert, pm</li> <li>• Thursday 14 December – Christmas Concert, evening</li> <li>• Friday 15 December – Christmas Lunch and Christmas Jumper Day</li> <li>• Monday 18 December – Christmas Disco?? TBC</li> <li>• Tuesday 19 December – P6/7 @ Panto</li> <li>• Wednesday 20 December – P1/2/3 @ Panto</li> <li>• Thursday 21 December – P4/5 @ Panto</li> <li>• Friday 22 December – holidays</li> </ul>
School Improvement Plan		<ul style="list-style-type: none"> <li>• <i>Literacy</i> – listening and talking further training on Thursday 21/11/23. Developing a rubric to enhance and further develop listening and questioning skills</li> <li>• <i>Expressive Arts</i> - FG</li> <li>• <i>HWB</i> – no update since last meeting</li> </ul>

## 6. Principal Teacher Report:

RRS	<ul style="list-style-type: none"> <li>• Rights Respecting School – continued work throughout the school with monthly rights use of classroom charters.</li> <li>• PowerPoint for new children and dining hall charter to be developed with the committee.</li> <li>• Preparing for a whole school assembly.</li> </ul>
Expressive Arts	<ul style="list-style-type: none"> <li>• School show</li> </ul>

	<ul style="list-style-type: none"> <li>• Art resources running low - limited money, will need to ask teachers what they would like for Christmas crafts</li> <li>• Maureen coming in to help with music.</li> <li>• Chanter teacher working with some pupils in P6/7</li> <li>• Caroline Lawrie organised to do Young leaders with the Prefects</li> <li>• Day of dance next week with P4-7 -classes have been working together Scottish Country Dancing.</li> </ul>
	<p>I continue to look for opportunities for the children to access as many expressive arts experiences as possible – e.g. arts alive</p>

## 7. AOB:

- AT suggested that Miss Jackson, School Secretary, would be a good person to speak to about Fundraising ideas going forwards.
- Teaching staff have expended their Craft Budget and find that they are purchasing craft supplies out of their own pocket. MM offered for the Parent Council to contribute £100 towards this.
- AT has had concerns brought to her attention by local residents and parents about the speed at which some cars are being driven along North Street around school drop off and collection times. Query whether we might be able to obtain some of the large cardboard cut outs of police officers to place in the area in an attempt to deter speeding. MED to look into this as he is aware of who owns the current ones in the village. AT also requested that consideration be given to not parking too close to the junction of school road at drop off and pick up times. Access for the school bus and farm traffic must be available at all times.
- Parent Council advised they will not be providing mince pies and refreshments for after the performances of the Christmas Play this year, given that last year there was such a poor uptake and the area in which to do so is being used by the children to change and is therefore not practical.

**Next Meeting: 31<sup>st</sup> January @ 17:30 at school.**