

MINUTES OF FISHERMOSS PSC MEETING
HELD ON 13th March 2024 @ 17:30

Attendees	Margaret Ferguson (MF); Marianne McKessar (MM); Kelly Forrest (KF); Victoria Tait (VT), Sarah Diack (SD); Catherine Middleton (CM); Fiona McRae (FM); Susan Bryson (SB); Audrey Docherty (AD); Temi Aina (TA); Daria Starinska (DS)
Apologies	Amanda Stephen, Angela Purves, Dawn Anderson, Crystal Greeff

Item	Discussion	Actions
1.	Welcome (MM)	
	MM welcomed everyone to the meeting, thanked everyone for attending.	
2.	Previous minutes (DS)	
	The minutes were circulated prior to the meeting and accepted. DS is to send the minutes to Jacqui, who will upload them to the school webpage. A list of action points that are still outstanding from the previous meeting can be found at the end of the minutes.	DS to send minutes to Jacqui
3.	Chair Update (MM)	
	Pounds for Primaries MM registered our school for the "Pounds for Primaries" competition by Press&Journal and Evening Express. So far 617 paper tokens have been collected and MM submitted them to P&G. The total number of tokens may be higher, as digital newspaper subscribers were able to allocate their tokens to their school via email directly to P&G. Every school that collects a minimum of 250 tokens will get at least £100 each. The school (not the PSC) will receive the email from P&G with the results of the competition. School Uniform SD started as uniform coordinator and she is monitoring the emails from parents regarding uniform.	
4.	Head Teacher Update & School Requests (MF)	
	School Requests WOW-boxes Aligned with the School Improvement Plan and Wellbeing Programme, the school aims to establish universal support classrooms. To achieve this goal and develop effective Ways of Working (WOW) universal support resources, the school is going to create WOW-boxes. Those WOW-boxes will be used to provide access to ear defenders for children with sensory issues. They will also contain reading rulers, fidget toys, wobble cushions, sensory chair bands, dictionaries, pencil pots, etc. – and provide support resources for lots of pupils. The school requested funding for the resources required to put together 10 WOW-boxes, each containing what teachers deem as the minimum necessary to make a significant impact; the estimated total cost is around £1000 . The request was voted on and agreed upon; it will be funded using the	MM, AS, JG to organise funds

Item	Discussion	Actions
	<p>proceeds from the Christmas fundraising.</p> <p>Play boxes As the entire school is working towards achieving the Rights Respecting Schools Bronze award, each class participated in creating a play box for their class aiming to improve playtimes for everyone. All pupils were actively involved and had a voice in choosing the play equipment that they feel will keep them occupied during playtimes. They created Amazon shopping lists choosing the best price and reading customer reviews. Each class compiled their own shopping list with the totals varying from around £100 to £195. The teachers believe that the £150 per box budget would be sufficient for purchasing items at less expensive shops, like Home Bargains. The school requested funding for 11 play boxes, £150 per box; total £1650. The request was voted on and agreed upon. MM proposed, that P1 box will be designated for P1 classroom. Every year we can maintain the box and top it up, if necessary. MM asked who would be responsible for the shopping for the play boxes. MF requested if shopping could be arranged through the school office, as the teachers wished for the children to be involved in the process.</p> <p>Nursery Requests Nursery is running short of bicycle helmets, and they request funding for 10 helmets, total £60. The request was voted on and agreed upon.</p> <p>Previous Requests and School Trips A trip to ABSafe for Primary 6 pupils was fully funded by Hunting Energy Services. John Lawrie Metals have kindly donated litter pickers and gloves for P6 Eco Schools Request. And the shed was generously donated by a kind person. Our sincere thanks to the businesses and people who supported Fishermoss school!</p>	<p>MM, AS, JG to organise funds</p>
5.	<p>Summer Fayre (MM)</p>	
	<p>MM applied to the Council for the let of the school on Saturday 8th of June, but the request has not yet been approved. The delay in approval is due to the issue of caretaker availability for that date. However, efforts are being made to find a caretaker, and hopefully, one will be found soon. Suggestions to hold the Fayre after school on a work day or let part of the Academy building/grounds were discussed. To advertise the Fayre when the let is approved, Crystal Greeff created amazing posters inviting people to attend the Fayre and to book stalls or car boot sale spaces.</p>	
6.	<p>Multiuse Pitch (MM, RM)</p>	
	<p>At the previous meeting Richard Murray (RM) proposed starting a fundraiser to transform the football/multisports pitch on the Fishermoss school playground into an enclosed all-weather astroturf pitch. MM and RM started their inquiries with the relevant Council departments to confirm if the pitch can be upgraded. Next step is to contact companies for quotes. One of the parents offered to help with the</p>	

Item	Discussion	Actions
	drainage.	
7.	PSC Code of Conduct (DS)	
	DS presented the proposed Code of Conduct for the Fishremoss PSC. The draft was sent out via email to the parents before the meeting for consideration. Vote was held and the Code of Conduct was approved.	DS to send it to Jacqui to upload to the PSC webpage
8.	AOB	
	<p>P7 Leavers books</p> <p>Previously the PSC funded autograph books for P7 leavers. Last year's funding was £265. Michelle Murphy designed a hardback yearbook for the 2021 leavers. And she kindly offered to design the yearbook for 2034 leavers, using the same template. The quote from the printers was as follows: 36*10.99 + 1 free book = £395.64 for 37 books. For order placed by the 31st May to obtain 10% discount, the price would be £356.04 for 37 yearbooks.</p> <p>After extensive discussions the PSC declined this proposal taking into account the following considerations:</p> <ul style="list-style-type: none"> - Permission from children and parents should be obtained for the photos to go on the yearbook; - Since photos are necessary for creating this type of yearbook, it may result in the potential exclusion of some children; - Leavers normally receive autograph books, but in 2021 they were offered the yearbook as an exception because of COVID lockdowns affecting school life; - The design of the yearbook is a highly demanding process, and it doesn't seem feasible to organize it continuously for future years. <p>A vote was held, and the PSC declined the proposal to fund the yearbook, opting instead to fund autograph books as last year.</p> <p>First Aid Training</p> <p>At the previous meeting the PSC agreed to fund first aid training for P5-P7 pupils. KF, representing Forrest Training Ltd, kindly offered to deliver the first aid course for £50 a day to cover materials, so the total is £100 for two days.</p> <p>MM inquired about a similar course delivered by the Council, it costs £450, so it's a considerable saving.</p> <p>Christmas cards</p> <p>MM asked if the PSC is happy for registering again with IQ Cards for Christmas Cards fundraiser. Everyone approved that.</p> <p>Portlethen Gala</p> <p>Portlethen Gala will take place on Sat 17th August. And the PSC was offered to run a stall there for free. All schools, that take part, will get funding from the Gala. MM can't run our stall as she is away on the day, maybe someone wants to be involved. CM volunteered to do that.</p> <p>MM will inquire if Richard Murray would do "Beat the Goalie" at the Gala and start his fundraising for the Multi-use pitch.</p> 	MM to register with IQ Cards

Item	Discussion	Actions
	<p>Costco Funding Application SD suggested to apply for Costco charity funding for one of the school requests. MM asked MF if a letter, similar to the one for the P6 request for gardening equipment, could be provided for the application.</p> <p>School Photos Tempest Photography took the class photos on 1st March. The PSC received numerous complaints from parents regarding the high cost of photos, with the cheapest option being £16. For instance, for three children, three 10x7 prints cost £54. Some parents asked if cheap digital option is possible? Or cheaper bundle options. Can we switch to another school photographer? MF will ask Jacqui to look back and see if they have been contacted by photographers . School photographer is not booked for next year. MF suggested if there is a PSC fundraiser for individual photos, we can do class photos every year. MM to contact photographer, to do fundraiser for Fishermoss twice a year.</p> <p>Adjustable Basketball Nets KF proposed that, as basketball nets on the school grounds are too high for the children, they can be replaced with adjustable ones (price £150-£160). The old hoops can be taken off and replaced, no additional work . MM asked KF for a link with the information on the adjustable nets she found. MM will inquire with the relevant Council departments if such replacement is possible.</p>	<p>MF , JG to look for photographer</p> <p>MM to contact photographer to do fundraiser</p> <p>MM to inquire if basketball nets replacement is possible</p>

Date of next Meeting: Wed 17th April, 17:30

Summary of Actions this and previous meetings:

Meeting/ Agenda Item	Action required	Responsibility	Timeline
13/09/23 item 8	<ul style="list-style-type: none"> MM to send quarterly reminder to remind parents that uniform can be purchased all year and that profits go directly to school 	MM	Ongoing
13/09/23 item 11	<ul style="list-style-type: none"> LSV organise PVGs 	LSV	Ongoing
15/02/24 item 4	<ul style="list-style-type: none"> MM, AS to organise transfer of the requested funds for class trips, art and science supplies, etc 	MM, AS	Ongoing
15/02/24 item 6	<ul style="list-style-type: none"> MM and RM to contact the Council to find out what approvals are required for the multiuse pitch upgrade 	MM, RM	Ongoing
13/03/23, item 4	<ul style="list-style-type: none"> MM, AS, JG to organise funds for WOW-Boxes, Play boxes 	MM, AS, JG	Ongoing
13/03/23, item 7	<ul style="list-style-type: none"> DS to send it to Jacqui to upload to the PSC webpage 	DS, JG	Ongoing
13/03/23, item 8	<ul style="list-style-type: none"> MM to register with IQ Cards 	MM	Ongoing
13/03/23, item 8	<ul style="list-style-type: none"> MM to contact photographer to do fundraiser 	MM	Ongoing
13/03/23, item 8	<ul style="list-style-type: none"> MF , JG to look for photographer 	MF, JG	Ongoing
13/03/23, item 2	<ul style="list-style-type: none"> DS to send minutes to Jacqui to upload to the PSC webpage 	DS, JG	Completed Mar 24
13/03/23, item 4	<ul style="list-style-type: none"> MM, AS, JG to organise funds for bicycle helmets for the nursery 	MM, AS, JG	Completed Mar 24
13/03/23, item 8	<ul style="list-style-type: none"> MM to inquire if basketball nets replacement is possible 	MM	Completed Apr 24
15/02/24 item 6	<ul style="list-style-type: none"> MM to prepare a post to the parents regarding organising the Summer Fayre stalls and volunteers 	MM	Completed Apr 24

Summary of Completed Actions from previous meetings 23/24:

Agenda Item	Action required	Responsibility	Timeline
13/09/23 item 3	<ul style="list-style-type: none"> Send minutes to Jacqui 	LSV	Complete Sept 23
13/09/23 item 9	<ul style="list-style-type: none"> Set up crowdfunding link for sponsored walk 	LSV	Complete Sept 23
13/09/23 item 10	<ul style="list-style-type: none"> MM write blurb with MF to be shared about Xmas cards 	MM,MF	Complete Sept 2023
23/11/23 item 2 15/02/24 item 2	<ul style="list-style-type: none"> Send previous minutes to Jacqui 	JG, DS	Complete March 24
23/11/23 item 4	<ul style="list-style-type: none"> Transfer funds for funding of school trips and other school requests 	JG, MM,AS	Complete Dec 23
23/11/23 item 5	<ul style="list-style-type: none"> Complete the floor plan of the Fayre 	MM, DS	Complete Nov 23
23/11/23 item 5	<ul style="list-style-type: none"> Coordinate Santa Run volunteers 	MM	Complete Nov 23
15/02/24 item 4	<ul style="list-style-type: none"> AS to inquire at John Lawrie Metals about the donation of gardening equipment 	AS	Complete Feb 24
15/02/24 item 6	<ul style="list-style-type: none"> MM to apply for the let for the Summer Fayre 	MM	Complete Feb 24
13/03/23, item 2	<ul style="list-style-type: none"> DS to send minutes to Jacqui to upload to the PSC webpage 	DS, JG	Completed Mar 24
13/03/23, item 4	<ul style="list-style-type: none"> MM, AS, JG to organise funds for bicycle helmets for the nursery 	MM, AS, JG	Completed Mar 24
13/03/23, item 8	<ul style="list-style-type: none"> MM to inquire if basketball nets replacement is possible 	MM	Completed Apr 24