



## Parents & Friends of Ayton Primary School (PFA)

29 April 2022

### NOTES

**Present:** Andrea Thacker (AT), Ellie Moriarty (EM) (Treasurer), Joanna Waddell (JW), Mandi Wright (MW), Tracey Dick (TD), Toby Foster (TF), Trevor Smith (TS)

**Apologies:** Katherine Lymer (Chair) Melanie Knox (Head teacher) [*additional comments sent via email from MK in blue writing below*], Michelle Wright, Rachel Hendry.

#### Minutes from last meeting:

Used as a basis for the agenda

#### Matters arising from last meeting:

1. **Staffing:** See below: *1 Letter from parents*
2. **Eyemouth campus:** Nothing new to report. EM will update after next meeting, date TBC. Send any comments to [pfa@aytonschool.com](mailto:pfa@aytonschool.com).
3. **Physical state of school:** See below: *1 Letter from parents*
4. **PE kit:** PFA support the suggestion of plain top and shorts/joggers – perhaps light blue as in previous years and dark bottoms. Light blue can be found in supermarkets on or from the school's clothing supplier [FP Uniformz](https://www.fpuniformz.co.uk) (currently on sale). **Action:** MK to confirm school uniform policy. Handbook and school website (TF) to be updated with information.
5. **Newsletter:** Monthly calendar is great, parents would like this to continue.
6. **Halloween/Christmas:** See below: *5. Fundraising*
7. **School website:** Domain name purchased, and website published ([www.aytonprimary.com](http://www.aytonprimary.com))
8. **School update:** Parents supportive of Accelerated Reading but would like to know more so they can actively support their children. **Action:** MK previously mentioned an information session – could this be in school?
9. **Garden:** What is happening with this? Do parents need to help water over the summer? Mrs Lannagan looked after this project, has anyone else taking over this role? **Action:** MK to update next meeting
10. **Scottish Government guidance:** See below: *2. Parent consultations*
11. **Hoodies:** PFA support Leavers Hoodies – easier to organise, less impacted by school numbers, can be delivered after Easter to wear in final term. Single colour jumper – suggestion of royal blue as in previous years – for P7s to wear in final year. **Action:** MK to confirm
12. **Book dedication scheme:** See below: *5. Fundraising*
13. **Relationship policy:** PFA awaiting to view and looking forward to being part of the process in the future
14. **Transition dates:** Parents glad there is the opportunity for transition visits for P7s and new P1s. Current offer for new P1s: 5 x 30 minute sessions, 1:30–2:00 – is there a reason it is at this time?



Parents would prefer 2:00–3:00 if possible due to childcare/school/work/time commitments. This worked in the past. Unclear if parents were to/are expected to stay, other than final session.

- a. *MK: Iona [Pearson] is very kindly giving up her prep time in order to run the transition slots. With staffing the way it is, we cannot facilitate later in the afternoon. There are more afternoons planned than last year's transition event. The note that went out to nursery parents said that parents would not be staying with the children.*

#### 15. **Fundraising:** See below: 5. Fundraising

### Points discussed

1. **Letter from parents:** Parents/PFA to write to SBC and local MSP and MK highlighting concerns impacting directly on teaching and learning.
  - a. **Staffing:** High staff turnover, temporary contracts – not happening in other local schools. Lack of consistency with staff, not enough time for staff crossovers. Although appreciation of staff changes inevitable, lack of understanding as to why this is happening so much here.
  - b. **Physical state of school (including garden):** There are basic needs that need to be addressed: paint, carpets. Is there a janitor?
  - c. **Campus/three school model:** There are concerns that the campus model is negatively affecting children's learning and well-being.
2. **Parent consultations:** Parents are so pleased that the SBC and Scottish Government guidelines have been changed so parents can now visit school and are very much looking forward to meeting teachers face to face. Parent consultations can now officially take place face to face in school, so the question came up as to why this isn't happening at Ayton. P5/6/7 had their parent consultation before the Easter break.
  - a. *MK: We were told at the last HT meeting that the preferred situation was to have parent consultations over the phone. However, the option of either is now a reality. I can put out a letter to this effect tomorrow and people can choose.*
    - i. **UPDATE:** Parents have been sent information about how to book a slot, and a slip will come home on Friday 6 May for indicating whether face to face or by phone
3. **Jubilee event:** Ayton and District Bowling Club have offered an event on 6 June (bank holiday elsewhere) for children to have coaching with professional athletes. The bowling club are applying for funding but need some information. The aim of the event is to celebrate the jubilee/promote partnerships within the community/promote local sports facilities/give children the opportunity to try/learn a new skill. Parents and community to be invited in afternoon, refreshments to be supplied. Everyone in attendance thought this was a great idea. Parents have offered to help on the day. **ACTION:** TS would like confirmation of event so that further planning can take place.
  - a. *MK: Yes, this is going ahead.*
4. **Sports Day:** Parents are looking forward to seeing their children participate. JW kindly offered to supply ice cream for the children.
  - a. *MK: 88 children*
5. **Fundraising:**
  - a. **2022/23 events:** TS once again kindly suggested use of bowling club for fundraising events. Perhaps a few uniform swaps/coffee mornings? On various days/times so that all parents are given the opportunity to attend. **ACTION:** Next PFA meeting (1 June) – set out a timetable for next year's fundraising events.
  - b. **Book dedication scheme:** To launch, perhaps at Jubilee Event? **ACTION:** PFA to confirm all info and pass to MK to send information out to parents.



- c. **50/50 draw:** We have a valid lottery licence so can start this any time. TS offered support. Perhaps launch at Jubilee Event? Perhaps choose a different fundraising cause each month, e.g. Books, Garden, Hoodies. **ACTION:** PFA to provide information on how this works, MK to send information out to parents.
- 6. **Community council:** TS updated that as local elections are coming up, nothing will happen until new local councillors are in position. Once they are the possibility of a new election of the community council can take place. TS has been the contact for information.
- 7. **Handbook:** Is this ready yet? Can the information be sent to the PFA?
- 8. **First aider:** Who will be the main contact in school now Mrs Crowe has left, before her replacement? Will there always be a first aider at school? Side note: who should parents expect to speak with when they call the school?
  - a. *MK: Dawn Holt and Rachel Davidson are both first-aiders and already have this as part of their remit. The replacement for Michelle is outwith my control but I do know that we have someone coming each day to do admin duties until we have someone in post. I will be given their names tomorrow. This information will be shared with the parents.*
- 9. **Breakfast club:** Is there a contingency for if Mrs Holt is away? How is information shared with new parents about the club?
- 10. **Class composition:** When will we know the class composition for next year? Parents understand that it can't be finalised until later, but would like to hear more about how this is calculated, and the benefits of composite classes (such as helping children to advance). **ACTION** EM to attend information meeting with SBC so can update next meeting
  - a. *MK: Have not been given the go ahead from HQ. I will be discussing with parents as soon as I'm able.*

**Date of next meeting: Wednesday 1 June 16:30–18:00, Ayton Bowling Club**

## **Agenda:**

- 1. PE kit/uniform confirmation
- 2. Fundraising:
  - a. Timetable/Dates
  - b. 50/50 draw
  - c. Book dedication scheme launch
- 3. PFA Secretary role still unfilled