## **Blackhall Primary PSA - Minutes**

Date of Meeting: 26th January 2022 Chair: Jill McIntyre Venue: MS Teams

Circulation: PSA Reps & School Prepared by: Clare Mackersie

		Action With
1.	<b>Apologies</b> : Julia Young, Erin Mason, Claire Yates, Kiran McConnell, Elizabeth Budzynski, Stef Robertson, Nuala Roger, Jenny Young	
2.	Approval of Minutes from last meeting (3 <sup>rd</sup> November 2021): Minutes were approved. Proposed by Carol Walker-Lyon (CWL), seconded by Nick Ramage (NR).	
3.	Matters Arising: All relevant matters from previous meeting have been completed. Details outlined in agenda items below.	
4.	Welcome & Introductions  Jill McIntyre (JM) welcomed everyone to the meeting. The actions from the last group have all been taken forward. We have agreed to have a joint AGM on the 15th June with the Parent Council which is a good opportunity to signal the great work that's carried out by both groups and encourage new volunteers. CM to confirm with Michael Cockburn that he is available to attend.	Clare
	JM also thanked those who had sent suggestions in advance of the meeting, to the Young family for choosing the PSA as their charity of choice this year raising c£350 and to Philippa Gray for supporting the event and applying for matched funding in addition to that . Thanks also to the organisers of the Christmas raffle which was very successful and raised c£700.	
	For good governance, one rep per year group is asked to provide a written note to Nick Ramage ( <u>nick.ramage@hotmail.com</u> ) of the amounts raised, spent and remaining for Summer to allow for accurate forecasting.	All reps (1 per year)
	Kirsty Miller (KM) thanked the PSA for coordinating and supporting the various gifts for staff and support staff. The gifts were very much appreciated. Equally the contribution to the Silent Disco was also appreciated.	
5.	School Update Kirsty Martin (KM) provided an update on the current restrictions within the school. There continues to be a reasonable level of cases with pupils but helpfully not with staff. As a result Language classes and some music lessons have also had to be postponed. The library (as well as other things that require non-school staff members) remains closed as the guidance restricts visits to be for essential services only. However the children are still enjoying their visits to the library. CWL agreed to support getting the new P1 intake library cards and would link with the school to arrange.	Carol

The lunch hall will be operational again from 31st January which is good for children to experience (albeit with staggered times and separate tables) and helps with staffing levels. KM reiterated that the numbers in the lunch hall are manageable.

An Edinburgh City Council COVID update meeting was due to take place shortly and where able KM would review restrictions in place. Staggered start & end times will be reviewed in due course and parent feedback asked for.

Following on from the last meeting, it is still the case that Active Schools can only provide free clubs within the school where it is run by volunteers eg parents. There was a low uptake of volunteers and something that KM is reviewing.

On iPads, the P7 and P6 iPad rollout continues which means that the lower age groups benefit from more iPads being available.

KM updated on the ongoing discussions about the potential change to the football pitch to become a multi-purpose Astro turf area. Leads to support from within the staff roll are being investigated and 3 new quotes are being sought to allow planning to begin.

KM confirmed that a nurture room was being created to replace the glow zone – the staff base is being moved to accommodate. It's a bigger space with windows and research has been carried out by 2 staff members on other schools nurture rooms. In the future, its possible that the school will ask the PSA to support with purchasing additional resources.

## 6. Financial Position

NR confirmed that the balance @ 23/1/22 was £11,963.11 (including Football subs of £4334 and £3000 minimum balance required)

Spend since 3<sup>rd</sup> November (prior meeting) totals £6,066.29:

- Football £2,498.99
- Sensory £1,000
- Staff gifts £721.42
- Linguascope £300
- Xmas crafts/activities £1,509.88
- Just Giving £36

Income since 3<sup>rd</sup> November (prior meeting) totals £2,091.45 of which £82 is for Football (all donations via VMG & Just Giving).

## **Expenditure expected**

- Earth Calling £1,000
- Bark £1,000
- Wonderwoods tidy up £800
- Loose parts TBC
- P7 gifts £400
- Teacher gifts £500

	NR updated that group that he had set up an Open Donations page which was ready to use and we agreed that we would focus on promoting that.  JM and CM will work on a revised version of a communication that can promote.	Jill/Clare
7.	PSA Update	Frances
	JM discussed that the coffee mornings had been successful, and whilst makes a little profit, the aim is more to encourage connections for the Blackhall parents and carers. We will continue with these on the last Friday of the month starting in February. JM is looking into local companies or individual who would like to support eg Lilium florists. Frances Ross (FR) agreed to look into contactless terminals as an option as many people don't carry cash anymore.	
	We agreed that for this term we would focus on the Open Donation and the Coffee Mornings and then for the following term we would add in an Easter raffle following the success of the Christmas one and a repeat of a Sports Challenge.	
	The P5 Enterprise event was successful, and we discussed that other years can do it, its not specifically linked to P5.	
	KM agreed to communicate the options for parents waiting for other siblings as whilst she appreciated it's a challenge, she has to be very aware of Health and Safety and risk to children injuring themselves in the playground whilst not technically at school.	Kirsty
	All reps to check that all classmates are included in both the Classlist and Whats App groups.	All reps
	The Pumpkin carving competition was a success but the powerpoint was too large to send. We'll try and find a way to share that in the next newsletter.	
	We continue to work on the assumption that its unlikely that face to face fairs will be able to take place this term.	
8.	Football Updates	
	CWL updated the Committee on the Football season. CWL is also working with the Business Manager at the school to secure the transfer of the £3000 funds due from Fergus Henderson. Paperwork has been completed to be added onto the bank account and it was agreed that the funds would be transferred to the Friends of Ravelston Woods account as an interim measure.	
	The funds will be reduced over the course of the year.	
	Some of the coaches are progressing through their SFA badges which are going well. We have offered to subsidise the badges/additional training should any of the coaches come forward.	
	Referring back to the Active Schools discussion, its important to note the large number of parents who volunteer with the Football support.	

9. P7 activities	
KM confirmed that they will be reviewing the proposals for P7 activities in the coming weeks. It's currently expected that the P7 show will go ahead (Mrs Lockhart/Calder) are currently looking at shows. In addition, KM will speak to the P7 teaching team to understand what additional things can be factored in.  KM did want to emphasise that she was open to a blank canvas for ideas.	
	Iill /Clare
10. Next meeting:	Jill/Clare
TBC	