

Parent Council Meeting Minutes

Date: 24th February 2026

Location: Online via Zoom

Recorded by: Michelle (volunteering for this meeting)

In attendance -

Co-chairs: Michelle and Nuala

School representatives: Andrew Robson and Lois Lurinsky

Jennifer, Anna, Paula, Nicky, Ailsa, Marcin, Noy, Abigail, Ishbel, Elaine, Simon

1. Chair's Business

- The meeting opened with a discussion on current administrative challenges, particularly the need for a **parent council secretary** to take minutes going forward.
 - The group discussed the possibility of using **Glasgow City Council funding** to hire someone (e.g., a work experience student) if no volunteer comes forward.
 - **Treasurer:** Jennifer Gibbons has been appointed.
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2. Review of Previous Minutes / Updates

- The Constitution was reviewed. It was confirmed that the Parent Council can operate with two office bearers.
 - A day cleaner is already in place for school toilets; no other urgent constitutional updates required.
 - Michelle and Nuala discussed the use of AI to support meeting minutes.
 - Key points:
 - Nuala prefers human-recorded minutes due to accuracy and data protection considerations.
 - Michelle will take short notes for now until a new secretary is found.
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3. Events Update

Recent Events

- The recent **school disco raised £481** and was considered a success.

Upcoming Events

- **P2/P3 disco** scheduled for **12 March**.
 - Acknowledged clash with Ramadan/Eid; Mrs Barkley is reviewing pickup arrangements. Consider this in next year's planning.
 - **Pre-loved uniform stalls** will run at parents' evenings in March.
 - **Summer Fair (June)**: Early planning to begin; raffle ticket promotion to start soon.
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4. School Updates

- Andrew and Lois provided an extensive update on recent and upcoming school activities. A wide range of engaging activities are taking place over the coming months, including: Taiko drumming, swimming sessions, Music & STEM workshops, Celebrations for British Science Month, Outdoor learning activities, School choirs, P7 High school transition sessions, EID celebrations. Full details of upcoming events can be found in the school's January - April 2026 calendar, which has been shared via email.
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5. School Toilet Facilities

- Ongoing concerns were raised about the condition and adequacy of school toilets.
 - Andrew confirmed:
 - He is in active communication with the council regarding improvements.
 - Options include converting changing rooms into toilets.
 - Nuala noted visible change in cleaning standards, but the school acknowledges issues remain.
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6. Communication and Information Sessions

- The group will create a **parent survey** to gather feedback on:
 - Preferred communication methods
 - Topics for future information sessions

- Discussion included:
 - Using **EduSpot** as a central communication hub, though not all parents have full app access.
 - Reviewing previous information sessions (digital education, anti-bullying, Emotion Works) and uploading materials to the website/SharePoint.
 - Considering a **communication-focused information session** for parents.
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7. Funding Update

- Clarification was provided regarding the **£400 from Glasgow City Council** for Parent Council activities.
 - The funds will be retained and used for school-related expenses as needed.
 - Lois will share reminder to all parents regarding Resilience Fund support
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8. Outstanding Roles

- A secretary is **urgently required**.
 - The group will continue to seek a volunteer and raise awareness of the need.
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9. Playground safety

- PC members raised concerns regarding protocols for icy playground conditions.
 - Andrew provided an update on the situation and will provide a further update on the ice situation and any communications with the council about playground safety.
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10. Actions and Next Steps

Andrew / School Staff

- Provide updates on:
 - Ice and playground safety communications

- Ongoing discussions with the council about toilet provision and possible conversion of changing rooms.
- Share reminder to all parents regarding Resilience Fund support

Michelle

- Take this month's minutes.
- If the recording/transcript is unusable, type the minutes manually.
- Send call for volunteers for:
 - Pre-loved uniform stalls
 - P2/P3 disco
 - Summer fair
- Begin planning for the June summer fair and raffle promotion.
- Collaborate with Nuala to create and distribute the parent survey.
- Continue promoting the search for a secretary.

Nuala

- Check if the meeting recording worked; share with Michelle via SharePoint or equivalent.
- Review communication with Andrew on the toilet issue and provide an update when available.
- Collaborate with Michelle to create and distribute the parent survey.
- Continue promoting the search for a secretary.

Michelle & Nuala (Joint Actions)

- Develop and issue a parent survey on information sessions and communication.
- Consider including a communication-specific session in future planning.
- Upload materials from previous information sessions to the school website (PC page).
- Continue efforts to recruit a secretary.

Future PC Meeting dates:

- Tuesday, 21st April 2026, 6pm – online via zoom
- Tuesday, 16th June 2026 – tbc