

East Craigs Primary School PTA Meeting

1st May 2024 18:30 – 20:00

Attendees

- PTA: Clair Mochan (Co-chair), Laura Rafferty (Co-Chair), Amanda Murray (Treasurer)
- School Staff: Pamela Briggs, Lisa Bradley
- Apologies: Lisa, Louise, Aina, Vicky, Louisa, Steph, Lynsey, Carolyn

Welcome and PTA business

- **Leavers hoodies.** The PTA usually organise these before June so that the order can go to Borders and be back with us before the start of the new academic year. Parents were consulted following the previous meeting and there was a clear preference for names to be include on the hoodies. We agreed that the PTA will arrange these using our PTA account and order ahead of the summer. Note this is a non-profit activity.
- **Charity Status:** We agreed to proceed with beginning the process to become a registered charity. This will allow us more access to grants and funds so we hope it will prove beneficial for the long term. It was agreed that the current committee (Clair Mochan, Laura Rafferty and Amanda Murray) will be listed as trustees of the charity in the first instance. However, for longer term planning, we would like to onboard a new treasurer to shadow Amanda in academic year 24-25 so that they can take over when Amanda's daughter moves on to high school. This is not too onerous a task but it is an essential one to ensure we can run our PTA and keep doing the good work we do to raise funds for our children.

Actions:

- PTA to share P7 Hoodie consent and order form with school to be sent to all P7 parents / carers. Clair to manage orders once they come through.
- Laura to begin charity status application.
- Pamela to include a request for a treasurer in HT comms. We will all proactively make enquiries within our networks too.

Fundraising update

- We fundraised a truly fantastic **£6,214.33** between the start of the academic year in August, to the end of April. A summary of our activities is below. Once again, a huge thanks to everyone for a phenomenal effort – children, parents and carers, teachers, PTA volunteers and the local businesses who donated to and exhibited at our Christmas fair.

Activity	Month	Amount Raised
Meet the teacher	September	£33.20
Family bingo night	September	£313.92
Halloween disco	October	£1,015.53
Bag2School	October	£139
Christmas cards	November	£482

Christmas fair	December	£1999.46
Festive Friday dress up day	December	£290.34
easyfundraising	Q4 2023	£28.91
easyfundraising	Q1 2024	£38.34
Easter raffle	March	£278.95
Easter disco	March	£1,008.40
Krispy Kreme	April	£230.47
Family bingo night	April	£355.81
TOTAL		£6,214.33

Upcoming events

- **Crazy Hair** – 3rd May 2024. Kids are encouraged to come to school with a funky hair style. PTA and school children will be at the gate to collect donations.
- **Summer fair** – 25th May 2024 10:30-1: We have enlisted 8/9 volunteers for the Friday set up and over 20 to run the fair itself on the Saturday. Confirmed external stalls include Corstorphine Dynamo (Beat the Goalie), handmade items by Charlotte Lewi and Lorraine Mounce, Made with Love, Made by Vicky personalised items, and Handmade by Dot. We will also have P7 soak the teacher, P6 football skills, home baking, tombolas, raffles, pocket money stalls, hotdogs and more. We are also considering bike safety, sparkle jars and a nursery stall.
- **Kids Ceilidh** – 10th and 11th June: The PTA have arranged for CeilidhKids to run sessions for all kids from nursery through to P7 during the school day. The school will arrange timings for each year group and these will be communicated via Learning Journals.
- **Bag2School** – Pencilled in for collection 6th June, however as there will be new P1s in school that day we will rearrange an alternate date.
- **P7 Qually** - 24th June: While this is not a PTA event (it is arranged by the school and P7), the PTA do support this, and will be providing a DJ and pizza.

Actions:

- Laura to work on Summer Fair comms and confirm all external stalls. Committee to meet to make arrangements for the stalls on the day.
- Amanda to reach out to cycling club about bike safety checks / rollers.
- Clair to arrange alternate date for Bag2School collection.
- School LT to arrange ceilidh timings for nursery through to P7 year groups (30 minutes per session with 10-minute breaks for changeover) and communicate date (10th or 11th June) for each year group via Learning Journals. Laura to confirm with CeilidhKids the suggested format.
- PTA committee to continue to send any event or fundraising updates for HT Friday news throughout the year.

Other fundraising initiatives

- Personalised **Fab Brick keyrings** is another fundraising initiative we've registered for. We agreed that we will kick off the next academic year with these. We will also include the Maybury children and any money they raise through this will be held in a pot for them until they establish their own new PTA.

- PTA agreed to attend the new P1 morning on 19th June to provide a stand to talk about fundraising, educate on the role of the PTA, and provide teas / coffees and biscuits.
- We also suggested it would be useful to include information on our labelling / stamping fundraising to the new P1 parents (as well as reminder to the full school) as they begin to purchase uniform for the new academic year.
- Carolyn has also begun looking at samples of Christmas cards (and related items) so that we can get started on this early this year.

Actions

- Laura to share easyfundraising and label / stamp with Lisa for new P1 packs and create comms for parents / carers.
- Carolyn to continue to review Christmas card options and look at samples / liaise with companies over the ordering process to make it a smooth as possible for the school and parents / carers.

Initiatives supported / funds spent

We provided funds for the following between the start of the academic year and the end of April:

- **Violins.** Free instrumental tuition is available in the upper school. The violin teacher had the capacity to teach more children than we had violins, so the PTA was able to purchase more which were good quality, fully refurbished instruments. Thanks also to our school community who donated their old instruments and to Stringers of Edinburgh for giving us a fantastic deal to support our school.
- **Lagganlia coaches.** We paid for the transport for this P7 trip in November.
- **School football goals.** The previous goals were old and the nets were disintegrating. The PTA provided funds for one goal and the parents of the football team(s) fundraised for the other. These have been delivered and are now in use.
- **Trip money for every class.** £100 was given to every class including the nursery to be put towards a class trip at a time of choice throughout the academic year. Note, those classes who didn't get their trips in our previous Academic Year (2022-23) had their balances carried over. It was confirmed that all trips have now either taken place or been planned.
- **Ovens for food technology.** There are a number of learning outcomes our children should be working towards which include food technology and without any cooking equipment or kitchen in the school, things like making soup are not easy to achieve. The PTA funded desktop stoves and hobs for the school to support the food technology education of our children. These are already having a high impact on learning.

Funding requests

Additional outstanding funding requests from the school:

- **Learning Space.** There has been a lot of planning going into the extension area which currently houses classes from P3, 5 and 6 and a lot has already been improved since August. P5s and P6s are designing the space and interior designers are being consulted. The PTA agreed to help fund furniture or other equipment for the space once we have more ideas on costs and requirements.

- **Playground experience resources.** The leadership are looking to see how they can make the playground more of an experience and would be grateful for donations from the PTA funds to help provide resources. There is a committee group set up to work on this and the PTA are keen to stay involved in this project so that we can provide any support as required.

Actions

- Pamela Briggs to confirm funds requirements for learning space once known.
- School Leadership team to keep PTA informed on ideas and funding requests for the playground.

AOB

- There are a lot of summer dresses in the uniform exchange. Laura to liaise with uniform volunteers and share social comes to encourage anyone needing a summer dress to go and look before buying new.
- We will meet to arrange dates for academic year 24-25 to ensure we get the lets submitted before the holidays.
- Additional activity for the children could be a visit from the planetarium man. Laura will look into this.
- We will liaise with Maybury Primary School as we welcome them into our school and help get their fundraising started through joining our events while ensuring a pot of money is held aside for them.
- We will ensure pupils feedback is included in our comms to share the benefits of what we've funded with the wider school community. There is a school pupil designing some artwork for us.
- We will consider looking for a local charity partner next academic year in collaboration with the students to donate a small percentage of our funds towards.

Actions

- Laura to share comms for summer dresses.
- Pamela to share date to agree next year's activity for lets.
- Laura to contact planetarium for options or next term.
- Pamela to share artwork and pupil feedback with Laura to be shared on all social channels.
- Laura to send the minutes from today's meeting to admin team for publication on website.

Thank-you

Next meeting will take place at the start of the next academic year (date TBC).

In the meantime, if anyone would like to join the PTA, please get in touch and we can get you involved, whether on an ad-hoc or regular basis. We would love to welcome new members any time. In addition, if you have any idea or suggestions, we'd love to hear them! eastcraigspta@gmail.com

We can also be contacted via our social channels, where we share updates on all our initiatives and fundraising totals:

- Facebook: [East Craigs Primary School PTA | Edinburgh | Facebook](https://www.facebook.com/EastCraigsPrimarySchoolPTA)
- Instagram: https://www.instagram.com/ecps_pta
- X (formerly Twitter): https://www.x.com/ecps_pta