

East Craigs Primary School PTA Meeting
13th January 2024 18:30 – 19:30

Attendees

- PTA: Clair Mochan (Co-chair), Laura Rafferty (Co-Chair), Lynsey Miller (Co-Treasurer), Louise, Steph, Yasmeen, plus guests
- School Staff: Pamela Briggs, Lisa Bradley

Welcome and PTA business

- **Welcome** from Clair Mochan and a thank you for attending.
- **Treasurer update.** Welcome to Lynsey in her new capacity as co-treasurer. Lynsey will work alongside our existing treasurer, Amanda Murray, for the remainder of this academic year with the committee bringing her up to speed to ensure a seamless transition before Amanda's daughter moves on to high school this summer.

Fundraising update

- We fundraised a truly fantastic **£4,690.71** between the start of the academic year in August, to when we finished up for Christmas. A summary of our activities is below. 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 fair.

2024 Aug - Dec Fundraising		
Activity	Month	Amount Raised
easyfundraising	August	£41.10
Family bingo night	September	£253.76
Stampastic	October	£16.50
Fab Bricks	October	£293.69
Halloween disco	October	£540.24
easyfundraising	November	£31.44
Winter fair	December	£2,504.53
P1-3 Movie	December	£204.16
Christmas cards	December	£805.29
TOTAL		£4,690.71

- We were also delighted to fund some great initiatives over the quarter and provided funds for the following:

2024 Aug - Dec Spend	
Item	Cost
Lagganlia busses	£1,348.00
Art supplies	£979.64
Music supplies	£946.60
Nursery bench	£395.00
Planetarium	£1,090.00
School trip subsidy for every class	£1,600.00
Playground equipment	£785.88
Reading books	£4,000.00
TOTAL	£11,145.12

Upcoming events

- **Family ceilidh** – 23rd January 2025 (17:30 – 18:30 and 19:00 - 20:00): Two sessions to accommodate different family and evening commitments. Tickets are now available on ParentPay with promotion underway and a risk assessment has been completed. Children will be accompanied by a paying adult. We agreed that to facilitate entry we will have a register and two PTA members on the door and exit will be out of the gym hall.
- **Easter Raffle** – A successful fundraiser last year, we will run a raffle in the lead up to the Easter break. More details will be shared closer to the time.
- **Krispy Kreme Day** – 4th April 2025. Discounted donuts will be on sale at the end of the school day for those who wish to purchase one.
- **Crazy Hair** – 2nd May 2025. This was popular event over the last two years. Kids are encouraged to come to school with a funky hair style. Suggested £1 donations at the gate.
- **Summer fair** – 31st May 2025: Stalls, raffles and summer activities with full details to follow. The school will also book stalls.

Actions:

- Volunteers needed for all events. PTA members to confirm if they are available to help via WhatsApp group.
- PTA committee to create risk assessment ahead of all events and create a T- plan ahead of the summer fair
- PTA committee to continue to send any event or fundraising updates for HT Friday news throughout the year.

Other fundraising initiatives

- **Bags for School:** As an alternative to Bag2School who have significantly dropped their prices we've been looking into options and the overwhelming agreement from other schools is that a clothes bin on site generates a lot more income, is a lot less work, and allows families to contribute throughout the year rather than just on a set date. We asked for volunteers to investigate viable options and work with Fiona, our school business manager, on implementing a solution that will work for the school. Steph and Louise have kindly agreed to work on this.
- To celebrate all the nationalities and cultures within our community we will be launching an **East Craigs Recipe Book project**, which will also allow us to share family recipes and show off our new ovens and cooking skills. Pam suggested Laura wok with Mrs Cormac and Ms Clouston on this and we'll also get an alternate print quote via Fiona from the company who print our year books.
- As a reminder our other always-on fundraising initiatives are listed on our web page: [East Craigs Parent Teacher Association \(PTA\) – East Craigs Primary School](#):
 - o Easyfundraising
 - o Lost property
 - MyNameTags
 - Stamptastic
 - TigerTags.co.uk

Actions

- Laura to share initial clothing bin findings with Steph and Louise who will then take ownership of this project.
- Pam to connect Laura with Mrs Cormac and Ms Clouston to kick off recipe book project
- Laura to contact Fiona about recipe book printing quotes from existing school supplier

AOB

- We will need to kick off the P7 hoodie order process and look into costs. Edinburgh Council are looking into procurement for uniforms so if anything changes with regards to suppliers the school will keep us informed.
- We discussed the possibility of a P7 tote bag based on feedback that last years was of good quality (we got them free-of-charge due to the supplier missing the deadline but if we wish to do it this year for either the P6s to use when they join P7 or this years P7s as a memento we will need to start the project straight after the Easter break. It was suggested a P7 subcommittee meet with Pamela Briggs to discuss this and the wider plan for the end of year.
- This years P7 qually will take place on Monday 23rd June.
- We discussed putting a survey out to parents to ask what they would like to see at the Summer Fair. This will be done via the HT update on 24th January and we'll widen the survey for additional feedback on PTA events to get a view on what our families would like to see.

Actions

- Clair to maintain contact with school around P7 leaver hoodies
- P7 representatives to meet with school about end-of year plans.
- Clair to book DJ for P7 qually (this is usually funded by the PTA).
- Laura to send the minutes from today's meeting as well as survey questions for the HT update on the 24th January.

Thank-you

Next meeting will be 28th April.

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