

# LOIRSTON PRIMARY SCHOOL PARENT COUNCIL FUNDRAISING GROUP

## DRAFT MINUTES OF MEETING HELD 5<sup>TH</sup> OCTOBER 2020

### ATTENDED

Amanda Duguid (AD), Vicky Ross (VR), Lauren Allanach (LA), Fiona Taylor (FT), Toni Gardiner (TG), Ashleigh Adie (AA), Kelly Gordon (KG), Alannah Gallacher (AG)

### APOLOGIES

Shonagh Neave (SN), Stacy Greer (SG), Jacqueline Murdoch (JM)

### Agenda

- Welcome/Apologies
- Halloween
- Christmas
- AOB

AD welcomed everyone to the meeting and advised that the purpose of the meeting was to discuss the upcoming proposed events and agree who could help organise each event.

### Halloween

- **Dress-up Day on Friday 30<sup>th</sup> October**

It was agreed that VR and AD would prepare a communication to share with the school for their approval before being communicated

- **Pumpkin Window Challenge**

It was agreed that AD would prepare a communication, and ask people to share their pumpkin pictures with the Parent Council

### Christmas

- **Christmas Cards**

AD advised that she was going to discuss the process with Miss Watt and arrange for the templates to be handed into the school before the October holidays.

- **Santa Shop**

VR advised how the Santa shop had been run in previous years and the group discussed how this could potentially run with the current restrictions. The idea of an online request form was mentioned. LA advised that she could assist organising. It was agreed that AD would discuss the Santa Shop further with Miss Watt to see if it was feasible to run this year.

- **Elf Hunt**

AD advised that she had prepared 10 clues and that she would share these for comment. AD advised that she prepare a map to support the clues and also draft a communication. AD also advised that she was planning to discuss the event with the Coop to see if they could support the event by providing/subsidising the cost a prize for completing the hunt i.e. chocolate sweet, and also keep copies of hunt sheets for people to collect from the local store.

- **Online Raffle / Squares Raffle**

AD advised that she had enquired about a licence and was waiting to hear what was required. AD also advised that she had a draft list of companies that could be approached which she would share for review. LA/TG and AA advised that they could assist with sending email/Facebook requests for raffle prizes.

Discussion took place on potentially holding a separate Squares Raffle depending on prizes received.

- **Christmas Singalong / Alternative**

The group discussed that the normal Christmas singalong would be unlikely to happen this year, and that perhaps an alternative event may take place.

- **Balloon Race**

It was discussed that we could try and run this as a Christmas event to have some funds coming into the school this year.

- **Christmas Colouring Competition**

Discussion took place regarding running this event similarly to the Easter colouring competition. It was agreed that KG and FT would make the arrangements for the event.

- **Christmas Crafts / Online Sale of Christmas Crafts and School Calendar**

The group discussed potential crafts. AD advised that she would contact the school to share the Baker Ross website suggestions and also check if the school wanted the Parent Council to make the purchase or provide funds for the school to make the purchase directly.

The group discussed how they could hold an online sale of Christmas crafts and also the school calendar, if this is something that the school is organising this year.

- **Christmas Jumper Day/ Wear Something Festive on Friday 11<sup>th</sup> December**

In order to support this event, the Parent Council would like to ask for donations of old Christmas outfits and would like to leave the donation buckets outside the front of the school. The aim would be to hold a Christmas outfit day outside the school to allow parents to pick up new outfits with the option to donate.

- **Class Christmas Party**

AD advised that she would contact the school to check if the school wanted the Parent Council to make the purchase of party snacks or provide funds for the school to make the purchase directly.

- **Preloved Items - Recycle your Christmas Clothing**

The group discussed how this could potentially work with the current guidance. It was agreed that we would encourage people to post on the Loirston Preloved page, and that we would discuss other options with the school.

## **AOB**

- **Chronicle Advert**

AD advised that she had drafted a Fundraising Group update which would be included in the Chronicle and that the final version would be shared on the Parent Council Facebook page also.

- **Access to Parent Council Email Account**

FT advised that Office bearer roles would have access to the Parent Council email account and that she would share the re-set password with those who require access.

**Date of Next Meeting**

Date to be arranged for mid November 2020.