

Friends of Glaitness School Minutes

Thursday 27<sup>th</sup> November 2025

1. Present	Ingrid Rendall (Head Teacher), Sharon Muir (DHT), Shaun Tulloch (Interim Nursery Manager), Maggie Henning (Chairperson), Michelle Kennedy (Secretary), Barbara Brown (Treasurer), Ruth Smith, Stacey Donohoe, Sarah Grieve, Katy Firth and Rosie Drever Joining Online: Jenny McGrath, Sarah Richings and Abi Ross
2. Apologies	Councillor Kristopher Leask, Councillor Sandy Cowie, Councillor Leslie Manson, Councillor Ivan Taylor and Laura Thomson

Topic/ Agenda Item	Notes	Action	Who?	Additional Information /Comments
3. Approval of Previous Minutes	Minutes from EGM on 11th November 2025			Approve: Ruth Smith Seconded: Sarah Grieve
4. Action Log Update	MK provided an update from the August Meeting action points – Most actions have been completed except the Road Safety Meeting. Maggie explained that it had not taken priority as time had been spent preparing for the EGM and restructuring of the Council to meet the constitution. This action is to be carried over. All others complete.	Road Safety Meeting to be arranged with YS and NB.	MH	
5. Our Aims & Health Check	Maggie shared a Health Check from Connect which allows the council to discuss and traffic light how we are doing. This gave the council an idea of the types of activity that are appropriate and useful for the council to do. It was agreed that for the most part we are doing most of the points on the list, where appropriate, with some areas stronger than others. From the discussion: <ul style="list-style-type: none"> <li>• Ingrid is keen to spend a little time at each meeting sharing what is going on in school related to learning etc. We felt that this would help families know what is going on in the school better and further strengthen the link between school and home.</li> <li>• Sarah G queried whether there are any other after FoGS run after-school activities that are non-competitive. At this time we don't have enough interested volunteers to offer an alternate option, but FoGS</li> </ul>			

	<p>are always open to supporting people to start a new club, if there were enough keen folk to organise this. Inclusive Orkney was mentioned as an alternate option here.</p> <ul style="list-style-type: none"> <li>• Ingrid mentioned a new School Handbook is coming out soon and many policies are in the middle of receiving a refresh. Maggie keen to create a Friends of Glaitness School Leaflet for new starts.</li> <li>• Parents Evenings – we’d be keen to have FoGS represented at these, where possible.</li> <li>• Sarah G keen to engage with parents about ASN. Try to help them to feel less isolated and know where support is.</li> </ul>	<p>Promote school website and where policies are on it when updated.</p> <p>Draft leaflet to share at next meeting.</p> <p>Maggie/Michelle to put a call out in advance.</p> <p>Sarah G to consider how we can go forward with this and to come back to FoGS with ideas.</p> <p>Share ASN opportunities via Facebook – Sarah/others to share with FoGS</p>	<p>MK</p> <p>MK</p> <p>MH/MK</p> <p>SG</p> <p>SG/MK</p>	
6. Head Teacher’s Update	<ul style="list-style-type: none"> <li>• Logo Competition – Ingrid shared digital logos. The group are very pleased with these but have sent Ingrid back to make a few tweaks and bring these back to us again. Plan to use new logo on our Facebook and communications etc.</li> <li>• Ingrid said they are delighted with the current uniform uptake, but it has left the rail at the front of the school very short of uniform.</li> </ul>	<p>Relook at logos in the future.</p> <p>Make a Facebook post to ask parent body for School Uniform donations.</p>	<p>IR</p> <p>MK</p>	
7. Early Learning & Childcare Update	<p>Shaun Tulloch is now Acting Manager. An advert will go out for a new manager shortly. Amy McCracken will also be working alongside Shaun until a new manager is recruited.</p>			

8. Treasurer's Update	Current bank balance is: £8300. Generally healthy this month due to after school sports payments coming in, but the payments for hall time etc have not yet been paid. £3000 of this is Blue Door money which is reserved for the P7 Outdoor Education over the next 3 years. School Lottery is doing very well. Barbara is going to meet with Sarah R and arrange adding her to the online banking.		BB/SR	
9. New Constitution – Seeking members for subgroup	KF and SG expressed interest but felt they'd prefer to look at the document in their own team and feedback. If quite different views, then perhaps arrange a meeting afterwards before sharing with the wider Parent Forum.	Send out current constitution and new draft constitution to all members of the council and seek feedback via email.		
10. Class Reps Update	<ul style="list-style-type: none"> <li>• Sarah G commented that it is hard to communicate with all members of the class when we are not in the playground and so not sure who to include in group chats. Class chats are informal but not run by FoGS and so we don't promote these or share these through our Facebook group.</li> <li>• Rosie brought concerns from a parent about parking.</li> </ul>	<p>Create some Facebook posts to raise awareness to park in designated bays.</p> <p>IR to consider whether JRSO could have a role in this.</p>	<p>MK</p> <p>IR</p>	
11. Outdoor Education Residential	Discussion around what is the fairest way to support the trip. Price per head may not be the best way as previously thought. Often the bigger classes have a smaller cost due to fixed costs (e.g. bus) which then can negatively impact the smaller classes. Price per head would mean smaller classes still pay more and so £1000 per year group will continue as we've done for the last 3 years. The Blue Door money from May 2025 will cover the current P4, P5 and P6 year groups.	Continue to donate £1000 per year.		

12. Christmas Books Wrapping Date	Thursday 4 <sup>th</sup> December 2025 2pm in Mrs Muir's office		MH, MK, JM, SR, KF, SD and RS	
13. AOCB	MK asked if P1s will receive Reflective Vests this year. IR said there are some in the Office and she thinks that the JRSO may present these to the P1s.		IR/JRSOs	
14. Correspondence	None			
15. Date of Next Meeting	Thursday 5 <sup>th</sup> February 2026 at 7pm in the Nursery Family Room.			