

Kilbarchan Community Nursery SCIO

Trustee Parents' Meeting Minutes

Date: Tuesday 18th January 2022

Time: 7.30pm to 8.30pm

Trustees Present	Alison Tourish, Celine Clark, Tracey Rushford, Andrea Hields, Karen Murphy
Members Present	Hazel Munton, Claire Hunter
Staff Present	Mairi McLean, Dorothy McCann
Apologies	Lindsay Fraser, Sarah Edgar, Eilidh McLean
Minutes taker	Sarah Edgar (via recorded meeting)

	Item	Discussion	Action	Timescale
1	Welcome and Apologies	Mairi opened the meeting and thanked everyone for attending.		
2	Minutes of Previous Parents Meeting	Minutes of previous parents meeting proposed by Alison Tourish and seconded by Celine Clark.		
3	Matters Arising from Previous Parents Meeting	No matters arising		
4	Trustee's Report	<p>Alison summarised from the Management/Trustee meeting that took place last week:</p> <p>Everything looks good with the finances, and we seem to be in a good place. The £1000 grant we received from Tesco will be used for projects in the garden.</p> <p>Teachers from the primary school are now allowed to come into the setting and children are now able to visit the school. This will make the transition to school much more supportive.</p> <p>2 students were interviewed for supply work including late session and afterschool.</p>		
5	Nursery Manager's Report	<p>General Nursery Business</p> <ul style="list-style-type: none"> Managing Covid guidance has been updated to allow staff and children to access the primary school and staff to come into nursery to support with transition. Other than that, there has been no change to guidance for our sector. February parent / keyworker contact is underway. Children have all had their profiles home to share with parents and keyworkers are working their way through their appointments. New applications for next session are now at 21. With 28 children returning brings our total so far to 49. Janice had her information session for her parent support programme and from this has 		

had a couple of individual meetings with parents.

- We interviewed the two HNC students for supply hours. They both interviewed very well, and we can start them as soon they finalise their qualification and all checks are completed.
- We had a meeting today with Alex to discuss plans for the old container. We had planned to turn it into an outdoor classroom but have decided to get rid of it due to its poor condition. Alex is looking into options to dispose of it and is also researching polytunnel costs instead. The grant funding can go towards this instead. We have had an offer of manpower from a parent through his work's community payback scheme. We have had support from them before when around a dozen of his colleagues come for a day to help with garden projects. We are planning to use this opportunity to repair and refill the raised beds for planting and to turn over the ground next the new container.
- Janice, Victoria, Chloe and myself are developing a new Person Plan document for children.

Curriculum

- We were delighted to take delivery of Dolly Parton who will stay with us this week and next. We will use her to promote the Dolly Parton Imagination Library programme in the hope that we can get all our children signed up to receive a free book each month. As a follow on to this we will be learning a line dance to one of Dolly's songs for our sponsored event next week. Cowboy hats are ready and waiting.
- We are also engaging with Fairtrade Fortnight. The children are learning about where their food comes from and there is a plan to take a group of children to visit the Co-op to look for and purchase produce displaying the Fairtrade symbol.
- The children will take part in activities for Red Nose Day on 18th March.
- There will be lots of craft activities to make Mother's Day and Easter creations.
- Outside, the children will help dig out the raised beds to allow Alex to fix them then refill them ready for planting.

Staff Training

- Victoria and Chloe: B.A. Childhood Practice
- Victoria and Mairi: Early Years Progression Toolkit training
- Victoria: Driving Documentation Forward in Early Years
- Mairi: Monitoring and Quality Assurance Calendar Development session
- Mairi: Online Safety and Security Training

February In-Service Day

		<p>The staff engaged with a range of on-line training opportunities:</p> <ul style="list-style-type: none"> • Early Years Theorists • Managing Attention Deficit Hyperactivity Disorder (ADHA) • Renfrewshire Nurturing Relationships Approach • Environment Training • Supporting Transition (Alistair Bryce Clegg) <p>Numbers</p> <ul style="list-style-type: none"> • 54 Nursery • 18 Out of School Care 		
6	Social and Fundraising Update	<p>Karen reported that February had been a quiet month for fundraising however the sales of the Disney quiz have been great and are due back on Friday.</p> <p>Karen mentioned the nursery sponsored event taking place in the nursery during March.</p> <p>On the 1st April the Feel Good Friday event will take place. Karen said there will be Zumba, Highland Hustle, yoga, massage, Forever Living with their aloe vera products and tarot readings amongst other things. Healthy snack and tea will be provided. Tickets for this event are available from the nursery and Bobbins.</p> <p>May – a scavenger hunt is planned, more details to follow.</p> <p>June – Hopefully by June we will be able to hold a garden party.</p>		
7	Any Other Business	<p>Alison asked if we would be able to provisionally plan a summer trip, with lots of restrictions lifting in March hopefully a trip will be possible by June.</p> <p>Mairi asked the group if they had any suggestions and Heads of Ayr was mentioned a few times.</p> <p>Heads of Ayr was proposed, and all agreed this would be a suitable location.</p> <p>Mairi said Sarah would contact the bus company and enquire dates and prices.</p> <p>Hazel said that with just 4 months left in this term she wanted to try advertising the second-hand school clothes rail more. She said she would get in touch with Mairi and arrange a day where she can display the rail outside the nursery and would try organising this once a month. Mairi also suggested that second-hand nursery items could also be included.</p>	Sarah – contact bus company and Heads of Ayr regarding a summer trip	
8	Date of Next Meeting	Wednesday 27 th April 2022 at 7.30pm		

Signature of Chair:

Date: