

Westerton Primary School – PTA Budget Committee

Meeting – Wednesday 22 August 2025

Present: Katy Allan (PTA Chair), Kate Turnbull (HT), David Campbell (PT) end of meeting.

Minutes- Pauline Cumming (AA)

Agenda Items	Key Info/ Action Points
1. Update from previous meeting	All helpers to have PVG – events need to be assessed using Disclosure Scotland guidelines which came into effect 1 July 2025, are they regulated and are they supervisory? If yes PVG required. PVG paperwork for core PTA members – check all in date. Katy Allan, Christine McKinnon, Jenna Miller, Jillian MacEachan, Julie Russell all to check and confirm volunteer PVG. Changes in PVG discussed - 14 days for result to be shared with sharedservices or else process starts afresh and additional charge. Link to the guide on how to share the information https://rise.eu.articulate.com/share/nSf-x7Tc4gNykAoCPriXVB3gmDKvXoA5#/lessons/M2VAZ72amA1KJN8L0ZmzCqmZP3esHEsq PTA – HT, PT, Mrs Cumming, and core teaching staff to check if they need to get PTA PVG to assist. Food Hygiene certificates discussed – not required unless cooking food – may have to consider for summer fair. Insurance – to be renewed through Connect.
2. Current PTA funds	£10,444
3. Events/Fundraising Planning	100s Club – not to continue next session due to low uptake. Quiz night – not to continue due to low uptake. Santa dash – no, foodbank collection instead. Wed 29 October – Hallowe'en disco £3 plus tuck shop £1 / 50p items available in response to parental feedback. Christmas film night – Thursday 20 November - Pauline to check licence and capacity. £3 a ticket plus option to buy popcorn. Approx 100 tickets to be sold. U – Rated films only. PTA Christmas Fayre – Date agreed Saturday 29 November 2025 Card machines to be purchased. Local enterprises to be invited to take stands £30. Raffle collection – class colours theme. Non uniform day Mon 24 November for donations. January sponsored step-athon for school funds – W/B 19 January Class winner for each class who will get house points. PTA will look out and share link to a reasonable priced pedometer. Sports committee to support collecting steps from classes each day. HWB learning focus. Pupil Disco dates agreed

	Halloween Disco – Wednesday 29 October 6-7.05pm, 7.10-8.15pm Valentine Disco Thursday 12th Feb – 6-7.05pm, 7.10-8.15pm Spring Disco – Thursday 30 April - 6-7.05pm, 7.10-8.15pm Westerton School Summer Fair – 30 May. Summer theme. Non-uniform Thursday 21 May. Christmas Cards (Cauliflower) - Very successful. 6 October deadline. PTA – school ties for S1 and end of term activities cost approx £1,000, to be reviewed by PTA.
4. School Requests	Playground – community payback weeding etc to be investigated by PTA New infant playground area - PTA donation to help refresh this area and businesses will be contacted for donations eg Baru, Dobbies etc.
5. PTA communication	Newsletter update from chair to go in Aug/Sept newsletter outlining year overview of PTA events and summary of fundraising last year.
6. AOCB	Uniforms – school ties to be sold in school. Baru to be contacted regarding commission/ donation to school. Chair will attend Connect meeting, September 3rd.
7. Date of Next meeting	TBA January 2026.