

St Bride's School & Nursery Parent Council - Rolling Action and Decision Log									
<div><div><div><div></div><div>Task complete - to be removed from listing</div></div><div><div></div><div>No identified risk, on target for completion date</div></div><div><div></div><div>Target completion date extended to allow flexibility</div></div><div><div></div><div>Target completion date unattainable, further explanation provided</div></div></div><div>A rolling action log is maintained of all actions arising or pending from each of the previous meetings. The status of Actions are categorised as follows:</div></div>									
Minute Ref	Meeting Date	Action	Action Owner	Due Date	Completion Date	BRAG status	Position Statement	Supporting Documentation	
PC01	06.03.2024	LT provided update via monthly HT report	LT					06.11.2024 Further to the HT monthly report, LT shared a presentation on Misbehaviour informed, Trauma Informed with the Parent Council	
PC46	05.03.2025	PVG Requirements	ALL	Ongoing			PF made PC aware that there has been a change to PVG rules which would include PC members requiring to have a PVG. LT has contacted SLC for more information. 07.03.2025 Information has been handed out to PC from SLC however it was not very clear. After 1000 inspection we will try and acquire more information. 13.03.2025 The majority of PC members have now got a PVG in place. The PC will need to ensure all current members and new recruits have completed the form. 01.10.2025 New PC members have been advised that they should have received an email to complete their PVG. If not, they will need to get a new one. There is one outstanding current PC member still need to provide details for PVG. 15.11.2025 All PC members have either received their PVG registration or have already begun the process. PC has also begun registering some of the volunteer helpers. NE will need to ensure any registration has gone missing and the list is no longer active. 08.02.2026 It has been discussed that active volunteers who help out the PC at events will also need to be a PVG this will begin in due course.		
	07.05.2025	PC Banner	NEPF	Ongoing			04.02.2024 LR to progress 1.2 applications Lara discussed how we can be more visible to the parents. NEPF said that they had already added into a banner that can be displayed outside school to have held a copy of newsletter/parent information. CL said a shared copy of a newsletter would be good. LT said there could possibly be a display outside school as well as a shared monthly newsletter. CL also thought that creating posts on our social media with a picture and a little blurb of information about ourselves could possibly make us more visible and known to other parents. PF has asked all PC members if they could provide this information for posting. 19.09.2025 NE will chase up the design of the banner and over the next couple of weeks will begin introducing mentions on our Social Media pages. 11.10.2025 NE is aware this will need to be checked and will try her best to complete sketch for next PC meeting. 15.11.2025 NE apologised as this has still not been completed and will try her best to have an update for the next meeting. 04.02.2026 LR to complete all of current members NE discussed a report sent on last page on social media regarding a PF parents event. As a PC we addressed the report considered we cannot control the due to our position and as a result of the school they said as a PC we already continue to ensure PF events are made. Similar currently as PF what they want to do for their future work and this is reflected. We focused on the idea of the school being advertised for PF only at school. This will be further discussed. 15.10.2025 Discussion took place on changing dates time for summer but we thought that bringing it forward by 45 mins may not be of adding parents. We agreed to look at other possible options. 15.11.2025 PC agreed we still have time to decide on any changes to the school days for PF. 04.02.2026 After discussion, this item will remain open in case any further need required.		
PC54	03.09.2025	PT Leavers Social	PC	Ongoing					
PC56	01.10.2025	Funding	PCSM	Ongoing			PC reviewed the funding options which we have looked at and why as a PC we didn't take from any further. SM will look into other funding options which could be open to the PC and the school and will report back at next PC meeting. 15.11.2025 SM apologised that he only did a small amount of research and will continue to look out of available funding. He did report back on funding from Croydon and local. SM will complete this budget. PC may ask school and children for a wallet as that we can focus our funding on various projects. 04.02.2026 PC discussed a potential funding opportunity via SCOTMED. SMAG to progress for submission deadline.		
PC56	13.11.2025	PT Hostiles	JH	04.02.2026			PC will provide LT with the funds for the PT Hostiles. Costs will be discussed at next meeting. 01.01.2026 School has begun purchasing the hostiles. JH will check that the funds have been transferred to the school. 04.02.2026 PC have paid to school and hostiles ordered.		
PC57	13.11.2025	MSP/Councilor invite to future PC meeting	NEPF	02.05.2026			PC addressed the idea of contacting local politicians and councillors, inviting them to our PC meeting and using their knowledge to help us with the running and functioning for the school. We will maybe invite to February meeting. 09.01.2026 PC will send for dates and times of the meetings to the relevant councillors along with the agenda as an invitation. 04.02.2026 NE to progress this for the later part of this year after 2025/27 school info have been agreed.		
PC58	13.11.2025	Class DJ	PCJH	Ongoing			PC has received feedback from parent helpers and children about the current DJ which we use for the school disco, some being that there was too many games, very little dancing, being chosen and not being able to hear her. LT will ask the pupils for their opinion on what they would like and we will use this feedback to try and ask for some changes to be made as discussed last year. 09.01.2026 PC will acknowledge and appreciate the input the children gave to the disco. 04.02.2026 PC will acknowledge feedback received from pupils following recent Christmas disco and will explore for future disco. JH to book Summer disco DJ requesting some one as Christmas disco.		
PC61	13.11.2025	Photo Booth (Disco)	PCPJ	07.01.2026			After being unable to book a photo booth last summer disco due to supplier being fully booked we will begin the process of finding and booked previous company in the first instance for current disco. 04.02.2026 PC agreed to book PhotoBooth for Summer Disco as annual occurrence due cost. PJ to progress for the forthcoming June date.		
PC62	04.02.2026	Sacramental in-school Parties	PC	02.05.2026			PC agreed to purchase a cake for both the Reconciliation and Holy Communion parties in school during the following Sacramental P1 and P4.		
PC63	04.02.2026	End of Term Ice Cream Van	PCNE	03.06.2026			PC to book the annual ice cream van for all School and Nursery pupils and staff. NE to organise meeting.		
PC64	04.02.2026	PC Google Form Feedback	PCCL	Ongoing			PC in the process of analysing the feedback within the recently shared Google Form and will		
PC65	04.02.2026	PC Constitution	PCGB	Ongoing			PC to undertake and update and re-write of the current PC Constitution in order to maintain and support future planned application to become a registered charity. GB will undertake this.		
PC66	04.02.2026	Gender Ruffia Contribution	PCJH	04.03.2026			PC to make a £100 contribution to the forthcoming Gender Ruffia. JH to handle form.		
PC67	04.02.2026	School Sports Day	PC	03.06.2026			PC proposed a fundraising opportunity offering refreshments to parents/carers at the forthcoming school sports day, this will be events dependent and assessed nearer the time.		
PC68	04.02.2026	Parent Lottery Introduction	PC	04.03.2026			PC are keen to launch to previously discussed Parents Lottery in the school and Nursery in conjunction with ParentFun (PFA Fundraising Association), further details will be shared in due course.		
PC69	04.02.2026	PC Fundraising Activities	PC	03.06.2026			PC shared some fundraising fundraising opportunities: World Cup Colouring Competition Friday (after school) Beat the Odds Friday Ice LollyPop stand More details will follow		
PC70	04.02.2026	School Car Parking	ALL	Ongoing			PC raised concerns over the ongoing school parking at school/around pick up time. The combination of the recent Council ruling over no pavement parking, local business and medical centres, Police advice no parking, school staff parking own crossing along with some responsible parking are contributing to school not safely concerns. PC suggested the introduction of a drop-off/pick-up zone within the school/around car park. The HT advised that the car park is designated for school staff and visitors only, with no allocated parking for parents. The HT noted that there are over 200 families across the school and nursery, and that operating a drop-off/pick-up zone at the start and end of the school day would not be practical. The HT further advised that she has received parental complaints regarding parking in the vicinity of the school, which have been escalated to SLC Headquarters. She confirmed that the car park operates in line with arrangements at other schools within the Learning Community. The HT also advised that she has requested a traffic survey be undertaken by SLC to assess parking concerns, and that the results will be shared once available.		
PC71	04.02.2026	Eco-Uniform Station	ALL				PC discussed the option to make uniform items readily available to parents/carers to help themselves to at home in the year prior and condition and fairly furnished. LT agreed to ensure visible on School Reporting evenings/when break days and weather permitting placed outside the main school office entrance.		
PC72	04.02.2026	Mobile Phone use in School	ALL	Ongoing			The Headteacher (HT) advised that she had consulted with school staff regarding the development of a Mobile Device Policy. She also confirmed that pupils will be consulted as part of this process. The Parent Council (PC) confirmed their support for this approach. The HT will draft a communication outlining the consultation and will report back to the PC. The Mobile Device Policy is scheduled to be introduced by August 2026.		
PC73	04.02.2026	Stationery	PCPF	04.03.2026			PC received previous term when school budget was stretched to allow for purchase of school stationery. parent/teacher and parent/pupil/child. PC asked they were happy to make a contribution to a recent order that had been placed. PF to speak to office staff to progress		