

Minutes: Trinity Academy Parent and Carer Council (TAPCC) Thursday 8 May 2025

Apologies (unable to attend the meeting):

- Morag Burnett
- Rosie Hunter
- Clare Sharp

Present:

- Nick Burge was there for the first part of the meeting
- Savy Chin
- Jono Ellis
- Paul Jeffrey
- Lesley Kelly
- Laura Lewis
- Judith Mackinlay
- Lorna Morgan
- Kannan Muthuramalingam
- Tilly Sheridan

Headteacher's report

School Improvement Priorities

Nick Burge (NB) shared the priorities for the 2025/26 session. They were developed in line with:

- the City of Edinburgh Council Education Improvement Plan,
- our own self-evaluation
- feedback from our Thematic Inspection that took place earlier this year.

We will publish the full plan on our website early in the new academic session. The priorities are:

- **1:** Improve the quality and consistency of learning experiences for all young people at Trinity Academy

- **2:** Ensure all teachers deepen their understanding of the [Responsibilities of All](#), with a focus on literacy, numeracy, and effective use of attainment data to enhance learning outcomes.
- **3:** Deepen our understanding of [Learning for Sustainability](#) at Trinity Academy, so all pupils, staff and parents and carers have a clearer understanding of what it means and their role within it.

With Thanks

NB Thanked the parent council for their contributions this year.

Funding

The school made a successful bid to the Trinity Academy Charitable Trust for £430 to support the S1 Science trip in Glasgow this week.

A question was asked about how the Bangholm Café money is spent. It contributes to things like:

- football referees,
- entry fees for pupils into national and regional competitions,
- sports equipment for the extracurricular programme,
- bus and taxi fees to get pupils to fixtures.

NB shared his appreciation for this new and very valuable funding stream that supports school sport. NB said that pre-2020, pupils needed to pay circa £30+ to be part of the sports clubs and buy their own sports strips. This ended in Autumn 2020 as part of our ongoing poverty proofing. There are legacy funds and the Bangholm Café money now adds to this.

Parent and Carer Council: discussions, decisions and actions

Use of TAPCC money

At the last meeting we agreed to transfer 50% of the Trinity Academy Parent and Carer Council (TAPCC) money that is currently unallocated to the school fund.

- £6000 was transferred to school fund
- the school fund group will meet this term (Laura Lewis will be TAPCC rep)
- we will look at a report from School Fund Group at the next meeting (August)

After the last meeting, Judith Mackinlay (JM) was going to find out from the PE dept how money raised by Bangholm cafe has been spent this year.

- details were given in the Headteacher's report (above)

JM was going to discuss with Nick Burge (NB) (the headteacher) how pupils could be included in decisions on spending money raised by TAPCC.

- NB welcomed the suggestion. However, there has not been time to organise how this would work in a meaningful way.
- **Action: JM and NB will meet to plan the process of asking for TAPCC money, to fit well into the school year.**

JM shared the requests for money.

- 13 requests were made from staff - details were distributed via email to all families
- NB recommended 12 and agreed to pay for 1 directly from school core budget (*see table below)
- The treasurer confirmed with JM that £5,500 was available. This is almost exactly the total of the 12 requests
- We agreed to fund all 12 requests

We discussed if some items could be more cheaply sourced or should be bought from the core school budget.

Because we can't raise money from alcohol sales or school hall events for the next year or two (due to building works), we discussed if TAPCC should keep money back for next year. We decided to look for new ways of raising money instead.

- **Action: treasurer to organise transfer,**
- **Action: JM to communicate decision to staff who made bids and to publicise how money has been spent**

Bangholm Café

At the last meeting we agreed to buy inexpensive unbranded mugs for now and to explore the possibility again in the future. This has not happened yet. We agreed to give £100 for approximately 50 mugs to be bought.

- **Action: JM to tell Bangholm Café organisers.**

Fundraising

Many thanks to:

- Rosie Hunter and Jono Ellis for coordinating refreshments at events
- Manuela Molendini for organising the French themed Quiz Night
- all the volunteers who have helped them

The meeting agreed to establish a fundraising group for the coming year.

- **Action: JM to publicise the TAPCC record of fundraising and spending and to invite parents and carers to contribute ideas and time to fundraising.**

Additional Support Needs

At the last meeting, JM and Kirsten Dunn (KD) agreed to publicise Family Chat and keep in touch with café co-ordinators in case any dates needed to be canceled.

There was very low attendance at this event – perhaps not enough publicity/wrong date, day, time or no current demand. The school/learning community has organised 2 parent ASN events that were well attended.

At the last meeting, JM agreed to circulate requests for contributions from parents and carers for a resource page. Kirsten Dunn is continuing this with Dee Scott.

Communication

At the last meeting, JM agreed to share a request for volunteers to run the TAPCC facebook page and other communications channels. However, this has not happened because Fiona Campbell is staying involved for another year.

We agreed to establish a communications group for the coming year.

- **Action: JM will invite parents and carers to join a TAPCC communications group**

TAPCC awards

At the last meeting, JM agreed to ask NB about the history of TAPCC awards and check if they overlapped with other awards. JM asked NB and previous chairs of PC about the history of the TAPCC school award. No-one who was asked had any information.

JM met with Brian Campbell. They agreed there is a big overlap between what TAPCC wanted our award to be and other awards. They agreed not to ask for nominations for an award this year.

JM has written a short paragraph for the programme on behalf of TAPCC and will attend the awards event this month. If we see a place for another award, we can create a new one. We would need to buy a new cup/shield.

Protection of Vulnerable Groups (PVG)

Lesley Kelly (LK) told us about a change in law. This places new responsibilities on charities and voluntary groups.

- **Action: JM and LK will meet this term to look at the guidance and if there are any actions that TAPCC needs to take.**

New S1 Parents and Carers

JM will attend the welcome evening for new parents and carers on 11 June. JM and another parent volunteer are revising the parent information leaflet.

- **Action: JM will distribute the leaflet at the event. In August an electronic version will be sent to all parents and carers by email.**

*Requests for funds

Department (or club)	Items	Cost	Headteacher comments
Modern Languages	60 DICTIONARIES @ £10.99	£439.60	following conversations with the CL, this request is reduced to x20 French and x20 Spanish. This will significantly increase the current provision. Bid revised to request a total of £439.60
Modern Languages	renew annual online subscription for Linguascope	£400	Supported. Also used by Support for Learning. School funds already subsidise other subscription by circa £1000 per year
Modern Languages /ESOL	class sets of headphones for individual usage 20 sets per class - 4 classes - £4 each total £320	£320	Will be covered by the school
EPP (enhanced positive pathways)	Reading pens Pens range from £110- £500. 5 pens.	£550	Supported
Duke of Edinburgh Award	Purchase 10 new expedition rucksacks (Vango Sherpa)	£1000	Supported. Significant funding has been provided from the school to increase the capacity of the equipment (circa £4000 over the past 3 years) Even a partial contribution would be very welcome
Model United Nations Debating Society	coach hire - a bus and driver for the full day	£200	Supported.

PE	Boot wiper X2 £400-450 per wiper	£900	Supported
School Show/ Drama Club	headsets for our head microphones.	£240	Supported
Music	class set of ipad pens. £9.99 each	£200	Supported - to purchase pens through the main school budget (the DSM) would cost circa £35 per pen).
Silversmithing Club	Equipment and materials	£875.56	Supported - this is an example of a club that would have historically been charged to pupils to take part in, but has been covered by the school/the money raised by selling items. The club continues to grow in numbers and ambition and the bid would support that. Even a partial contribution would be very welcome
Dance/PE	Dance t-shirts	£600	Supported. The alternative would be to add an additional cost to the price of the trip.
	TOTAL	£5,405.06	