

James Gillespie's High School Parent Council
Treasurer's Report
Year ending 31st July 2022

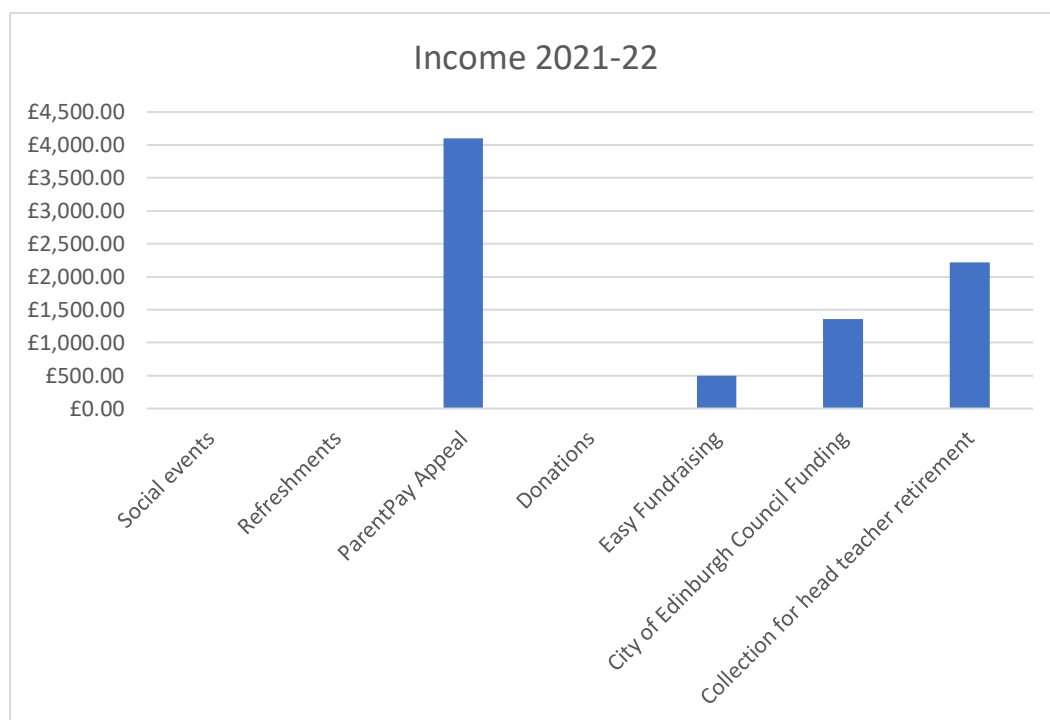
The Parent Council raises funds through various activities as below, and donates them to the school via grants from the Small Sums Fund to support a variety of projects to enhance learning, equity and personal development of pupils.

PC funds are managed in accordance with the document 'A guide to good financial practice for Parent Councils' which can be found on the PC website: Documents>Financial Reports>Small Sums Fund

Full accounts are accessible as a separate document on the PC website: Documents>Financial Reports

INCOME

2020-21	Source	2021-22
£0.00	Social events	£0.00
£0.00	Refreshments	£0.00
£3,603.53	ParentPay Appeal	£4,102.48
£0.00	Donations	£0.00
£316.60	Easy Fundraising	£499.84
£1,201.71	City of Edinburgh Council Funding	£1,359.40
N/A	Collection for head teacher retirement	£2,212.86
£5,121.84	Total Income	£8,174.58



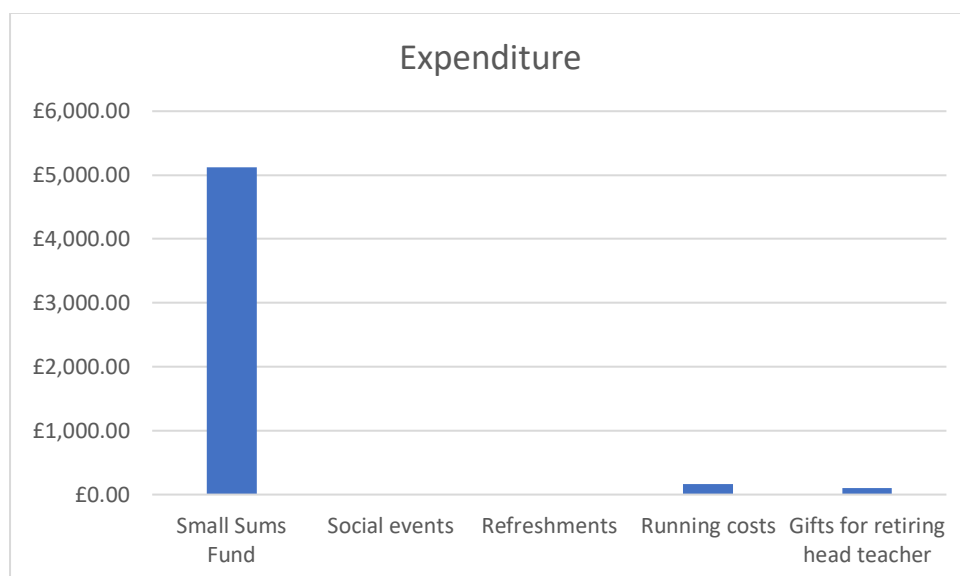
Notes on Income

1. For the third school year running, Covid-19 restrictions curtailed fundraising and social activities. No school events were held at which we could raise money by selling refreshments, including parent consultations, Spring Fling and Diversecity. Likewise, the Parent Council was unable to organise any fundraising or social events. This reduction in income was offset by generous donations to the Parent Council's ParentPay appeal, resulting in another increase in total income compared to the previous year, which was similarly affected by pandemic restrictions.

2. Beginning in school year 2019-20, we have included in our income total the money raised through ParentPay: although this is held by the school and not in the PC bank account, it is disbursed by the PC as part of the Small Sums Grants (see below).
3. Towards the end of the year, the Parent Council held a collection via the Collection Pot platform for a leaving gift for the retiring headteacher, Donald Macdonald. This raised £2,212.86, which was transferred to the PC bank account. The remaining balance of the retirement collection (£2109.86), after his leaving gifts were purchased (see below), remains in the PC bank account: the plan is to fund a pupil award in his name – further details to follow from the PC.

EXPENDITURE

2020-21	Expenditure	2021-22
£4,231.24	Small Sums Fund – paid to the school	£5,120.40
£0.00	Social events	£0.00
£0.00	Refreshments	£0.00
£0.00	Running costs	£167.26
N/A	Gifts for retiring head teacher	£103.00
£4,231.24	Total Expenditure	£5,390.66



Notes on expenditure

1. **Running costs:** CEC funding is intended for running costs of the PC. This year it has been used to fund:
 - a. WordPress account (£36) & domain name (free for 1st year of WordPress subscription) for PC website
 - b. Microsoft Teams accounts to enable PC to host online PC meetings as Teams Live Events. One account Aug 2021-Feb 2022 inclusive @ £50.40; two accounts March-July 2022 @ £75.87. The second account was added to make it easier to have several presenters at a Teams live event.
 The remainder of the CEC grant was added to the money given back to the school in the Small Sums grant (see below).
2. **Head teacher leaving gifts:** a 2022 leaver's hoodie (£25) and a bowl from Meadows Pottery (£78). Photos of the gifts being presented to Mr Macdonald have been posted on the PC website.

Fundraising

The vast majority of the funds raised this year came from donations via ParentPay, on which the PC has a permanent button, with a publicity drive just before Christmas – the 'Festive Fundraiser.'
The income raised via EasyFundraising increased this year to just under £500.

It is the intention of the PC to bring future fundraising activities back under the umbrella of the PC as soon as we are permitted to organise them, and we will be looking to set up a fundraising subcommittee to oversee this. We expect to be able to resume refreshment stalls at school events during the current school year (2022-23).

Parent Council bank account

This was previously held with Clydesdale Bank, which has now been taken over by Virgin Money; although the account has not been closed or changed, it became a Virgin Money Clubs and Societies account during the previous school year (2020-21).

This school year we have been able to set up Internet Banking, allowing online payments and removing the need to issue cheques. The name of the payee now appears on the bank statement, improving transparency. Each transaction must be authorised via the Virgin Money app by the treasurer and one of the other signatories to the account (currently set up as the Chair).

We plan to set up a facility for cashless payments at refreshment stalls in the near future.

Small Sums Fund 2021-22

In Autumn 2021, the PC again collaborated with the JGHS Trust, which also holds some funds that can be accessed by staff and pupils, in disbursing funds from the PC Small Sums Fund: the Trust supplemented PC funding such that all requests were funded. The PC would like to express our gratitude to the Trust, particularly its previous chair, Ann Henderson, and trustee Jan Melvin, for their constructive participation in this dialogue, to the benefit of pupils at the school.

Subsequent discussions with the current chair and treasurer of the Trust have resulted in an agreement that the process will work differently in future, with the Trust having agreed a formal process for staff to apply directly for its funding and uploaded instructions and an application form to its website.

During the pandemic, when extra-curricular activities were curtailed, the PC received more bids for funding to support the curriculum, e.g. textbooks and software. We funded these requests because the money would not otherwise have been used. Now that extra-curricular activities are up and running again, we are prioritising funding for these, and to supplement delivery of the curriculum in addition to CEC funding for core curricular activities. The wording of the application form has been updated to reflect this.

In school year 2021-22 we were able to donate a total of £5,120.40 (the surplus funds from the previous school year – see 2020-21 accounts and Treasurer's report for details) to the school for the Small Sums Fund, over two application rounds:

- In Autumn 2021, we received bids to the value of £4854.79 from school staff. The Trust agreed to fund bids to the value of £1332.87. The PC funded the remaining bids, to the value of £3521.92. This was fully covered by funds already held by the school from the previous year's ParentPay appeal.
- For the first time ever, in Autumn 2021 bids to the Small Sums Fund were less than the total amount available to disburse. Having funded all the bids, we were therefore able to run a second supplementary round of applications in Feb 2022 to disburse the remaining £1598.48.
- In February 2022 we had bids to the value of £4342.64; we partially funded most of the bids and fully funded some to the value of £1598.48. Of this, £81.63 came from remaining funds in ParentPay raised in the 2020-21 school year and not disbursed in the Autumn 2021 round, and the remaining £1516.85 was given to the school as a cheque from the PC bank account.

Details of both rounds of funding can be found in the tables below.

For more information, please see the document **Small Sums Fund: How it Works** on the Parent Council website: Documents>Financial Reports>Small Sums Fund

Small Sums Fund Sept 2021 - Allocation decisions

Dept.	Brief Description	Requested	Trust to fund	PC funding decision
Support for learning	Day trips for pupils with ASN	£400.00	£400.00	
Library	Carnegie Shadowing	£280.00		£280.00
History	AH South Africa textbooks	£400.00		£400.00
Support for learning	DofE for pupils with ASN	£570.00		£570.00
Clubs	Loose Threads club	£200.00	£200.00	
Support for learning	Soft furnishings for B6	£591.20		£591.20
Support for learning	Nurture group snacks	£200.00	£200.00	
Design & Technology	Higher Design & Manufacture textbooks	£279.80		£279.80
Pupil Support	Right Respecting school banners etc	£100.00		£100.00
Support for learning	Guitar lessons for one pupil	£380.00	£300.00	£80.00
Support for learning	Play therapy materials	£50.00		£50.00
Pupil Support	Kickboxing kit	£232.87	£232.87	
Modern languages	Online teaching resources	£520.00		£520.00
Media	Classroom equipment	£595.92		£595.92
Modern Studies	Prizes for Black Britons competition	£55.00		£55.00
total		£4,854.79	£1,332.87	£3,521.92

Small Sums Fund Feb 2022 (Supplementary Round) - Allocation decisions

Dept.	Brief Description	Requested	Trust to fund	PC funding decision	Comments
PE	Basketball strips - 3 sets of 12 strips	£1,000.00		£366.00	10 strips
English	Week Junior Subscription	£140.00		£140.00	fully funded
Maths	Books for maths classrooms - 7 sets + 1 game	£419.00		£79.00	one set of books plus the game
English	Books for English classrooms 6 sets	£900.00		£150.00	one set of books
	Plants for reception area x 2	£55.00		£55.00	fully funded
	Knitting club materials	£200.00		£75.00	
RME	Staff membership of NATRE	£125.00		£125.00	fully funded
Support for Learning	Nurture group - trips	£100.00	£100.00	£0.00	Apply to JGHS Trust Small Grants Scheme
Modern Languages	Language Gym books 1 copy of each	£183.48		£183.48	fully funded
Modern Languages	Active learn subscription S1-S3 French, German, Spanish	£1,220.16		£425.00	one year or one language
Total		£4,342.64		£1,598.48	

Further details of each request is available on the PC website: Documents>Financial Reports>Small Sums Fund

Feedback from staff: Small Sums Grants 2021-22

English: The Week Junior subscription

Once again my huge thanks to the Parent Council for supporting our work in the English department as we strive to embed reading at the heart of our lessons. The money I received to purchase copies of The Week Junior has been really helpful with junior classes. It means there is always something current on hand to read - most useful when some of our pupils just don't have a book of their own at home... It has also proved invaluable in helping me to teach skills for RAUE activities, elements of non-fiction work, and discussing key issues affecting our World in an age-appropriate way. Many thanks

Support for learning: resources to turn B6 into a base for SfL

We moved into a large, empty room in Bruntsfield House last year. We spent the money on making the room more welcoming for the students who access it and bought soft furnishings, plants, cabinets to display pupils' work and lots of picture frames. We held a small art exhibition in July of the work of the students who access SfL and invited their parents in to see this. It was a great success and something we plan to replicate this year.

Please see the PC website, where some photos of the new room in Bruntsfield house, furnished with funds raised by the PC, will be uploaded soon.

Support for learning: funding for pupils known to SfL to participate in Duke of Edinburgh scheme

Thanks so much for your financial support. The money was exceptionally useful. We set up a curricular DofE Silver group for students in the senior school who would benefit from a supported DofE experience. Most of the young people were known to us in SfL. The money was used to help with supporting their expedition with some kit hire, rental of accommodation, paying for the young people to 'volunteer' at Gorgie farm and supporting financially two young people for their Edinburgh Leisure passes so they could use the gym facilities regularly. The course has been a real success. All the youngsters who were still in school in June completed the Silver expedition and felt like a real team.

Some of the young people experienced major traumas throughout the year and turned to the group for support. [Specific examples of individuals who benefitted have been removed for confidentiality] These are the successes that we were looking for. This year we have a new Silver curricular DofE group and those young people who are still in school that did the Silver course last year have all gone onto Gold. Thank you for all your support.

History: books to support Advanced Higher South Africa topic

We received money to replace AH History books that had gone missing. Unfortunately, the books were out of print in the UK, but we are now in touch with the author directly and she has helped us source some of the books. These books are an excellent core textbook for the AH course as it gives an excellent overview of the course and gives pupil the experience of reading a full book to really understand a topic and the historiography that they need to engage with at AH. As the world goes more and more online, we're keen to make sure pupils have the experience of having a physical book to help with this area of advanced higher in order to help them prepare for university.

Thanks again for giving us the funds to be able to replace these books and provide this experience for the S6 historians.

Library: Books for Carnegie/Greenaway prize shadowing scheme

The prestigious Carnegie Medal is the UK's longest running children's book award. The shadowing scheme enables young people to engage closely with the judging process by reading the shortlisted books, taking part in related activities and nominating their favourite book for the Shadowers' Choice Award.

Thanks to the funding from the Parent Council, we were able to buy multiple copies of the shortlisted books and form a shadowing book group for 2022. Pupils read outside of their comfort zone, exploring new genres and authors. They developed their critical thinking skills, contributed to group discussion and worked together in a fun, creative and supportive way. Forty-eight high quality fiction books were added to the library collections, thus benefitting the whole school community.

What can I do to help?

The Parent Council website can be found at <http://jghsparentcouncil.org> or via the school website under the 'Parents' tab

Get involved!

- Help review applications to the Small Sums Fund – join the PC and its finance sub-committee
- Help organise fundraising events, e.g. a raffle at a school event, pub quiz, wine tasting
- Help with the refreshments stalls at school events such as parent consultations and concerts

If you're interested, please email: jghscouncilcomms@gmail.com

ParentPay

The ParentPay appeal was set up a few years ago as a Festive Fundraiser instead of a collection at the Usher Hall concert.

Donation via ParentPay has proved popular because it is quick and easy to donate, so it was made into a permanent appeal a couple of years ago.

During restrictions on activities due to the pandemic, please consider donating what you would have spent on tickets and refreshments at events to our ParentPay appeal instead.

EasyFundraising

EasyFundraising is a scheme for groups to raise funds from online purchases at no cost to the buyer. For more information on how to support “**JGHS Parent Council – Edinburgh**” see:

<https://www.easyfundraising.org.uk/causes/jghsparentcouncil/>

You can download an add-on to your browser which will alert you if the site you are buying from can donate to EasyFundraising (please note that this add-on may not work if you use an ad-blocker).