Subgroup Annual Reporting Form – Friends of Durris Primary and Crossroads Nursery

|  |  |
| --- | --- |
| Name of Subgroup: | Parent Teacher Association |
| Named lead: | TBC |
| School Year: | 2022/2023 |
| Date form completed: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Management Committee Member Name (PC member) | Role | Qualification | Disclosure status |
| TBC | Lead |  |  |
| Gillian Tierney | Treasurer |  | Standard with Durris school |
| Elaine Ingram | Member |  | Full with Aberdeenshire Council |
| Sarah Stewart | Member |  | Standard with Durris school 15/3/2019 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Name of nonmember involved | Role | Qualification | Disclosure status |
| Hannah Sangster | Helper |  | None |
| Louise Buchanan | Helper |  | Enhanced with Barring (Durris School) |
| Morag Leiper | Helper |  | TBC |
| Lynne Watson | Helper |  | Full with Aberdeenshire Council |
| Katrina Gray | Helper |  |  |
| Anita Campbell | Helper |  |  |
| Alison Clark |  |  |  |

|  |  |
| --- | --- |
| Named Signatories  (at least 2) | Gillian Tierney |
| Elaine Ingram |
| Louise Buchanan |

|  |  |
| --- | --- |
| All members of subgroup have signed and read the following policies | Sign as read and agreed |
| Parent Council Constitution + Organisational structure & Subgroup constitution | Yes |
| Equality and Fairness Policy | Yes |
| Code of Conduct | Yes |
| Parent Council Child Vulnerable Groups Protection Policy for members and volunteers | Yes |
| Data Protection Policy | Yes |

The subgroup is up to date with recommended policy and procedure for any other affiliated body: yes/~~no or NA~~ (please provide details e.g. links)

The subgroup has an up-to-date risk assessment for usual meetings: ~~yes/no or~~ NA (please attach)

The subgroup risk assesses addition events: Yes/~~No/not applicable~~ (please submit risk assessments to the parent council).

Please attach and Activity Club Health Check and any other relevant policy document e.g. COVID policy, emergency policy