



# Dean Park Primary School

## PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

### Minutes of PTA Meeting 10<sup>th</sup> September 2013

#### **PTA Members Present:**

Tracy Kiggins (TK), Rehana Shanks (RS), Sylvia Martocchi (SM), Dawn Graham, Charlotte Fleming, Sonja Ranson, Lynda Lennox, Heidi Macdonald, Elaine MacMaster, Vicky Abercrombie (VA)

#### **Others Present**

Ailey Aitken, Clare Dow, Sarah Harris (SH), Wendy Zwart

#### **Apologies:**

Aileen McLachlan, Jo Myers, Kirsten Murdoch, Amanda Russell, Fiona McKay

#### **1. Welcome**

TK welcomed back existing committee members and made apologies for those unable to attend. TK acknowledged the meeting would be Lynda Lennox's last, and recognised Lynda's outstanding contribution to the life and workings of the PTA over the past few years. TK expressed her best wishes and sincerest thanks on behalf of all PTA members.

#### **2. Minutes and Actions from previous meeting**

TK advised that the Minutes of the previous meeting were correct and any outstanding actions will be covered throughout the course of the meeting.

#### **3. Head Teacher's Report**

RS reported several pieces of good news. Firstly, she has been successful in securing a grant of £6,000 from Sustrans Scotland for the provision of new bike racks. This amount will be matched from PTA funds.

RS was also delighted to report that Dean Park Primary School received their Fair Trade status this very day, 10<sup>th</sup> September 2013.

Community surgeries will be held on Thursday 10<sup>th</sup> October and RS is looking forward to discussions with parents and the Balerno community as a whole. Mr Sives from BHS will also be in attendance for consultations.

Funding was not secured for the raised beds, but this project will still go ahead funded directly by the school with any shortfall met by the PTA.

RS praised her staff for all of their hard work in light of the many changes and increased communication efforts such as the individualised newsletters that were prepared for every school child. All children will receive a folder which will contain their personalised reports and it is expected that these will be produced four times over each school year. They will include information such as the child's areas of strength and areas for improvement.

Mrs Watson has spoken to RS to clarify the school tracksuit requirements for the children to wear at interscholastic events. Following the example from another primary school, the suggestion is that a number of tracksuits be bought by the school (each will have the school's interscholastic representation number on it) and kept in gym bags. These will be signed in/out by parents. **SH to make enquiries re suppliers and costs.**



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### 4. Treasurer's Report

The bank account change-over and change of signatories has not been completed but this is in progress. SM reported that the year-end accounts are expected to be complete around the end of the month of September.

### 5. Club Updates

The new art club is now up and running. The P3-7 class on a Tuesday is now full and the P1-2 class on a Thursday has 7 of 10 places filled.

The new Gymnastics class for P3-7 on Tuesdays is now up and running in addition to the Thursday classes for P1-2, and P3-7.

Membership to other clubs is also healthy and some are fully subscribed with waiting lists. The PTA website; [www.deanparkpts.org.uk](http://www.deanparkpts.org.uk) is being kept up to date to show which classes are full, and to show who the contact is should anyone wish to enrol a child where there are spaces.

### 6. Funding Requests

- £6,000 for the price-matching of the Bike Rack grant
- Annual replenishment of footballs, whistles and vests for Football Club - £191
- Benches made out of 100% recycled plastic for the P1 playground at an approximate cost of £121 each. It is thought that purchasing them in each of the house colours would make them multi-functional for various activities.

All the above requests were approved.

### 7. Matters arising

**Fun Run** – LL reported that Sunday's Fun Run was a great success with 188 runners taking part. LL thanked everyone who gave up their time on Sunday afternoon to help with its running. LL also thanked C&B News and Edinburgh Marathon Festivals for their generous donations of respectively, £200 and bottles of water. Clare Dow has agreed to take over the organising of this event in 2014. All sponsor money is to go to Sylvia Martocchi and a total will be announced when all the funds have been collected.

**Thrift Shop** - Positive feedback has been received. Donations continue to be handed in and lots of sales being made. More volunteers are required to cover opening times – rotas for the forthcoming weeks are up on the new PTA noticeboard by the Thrift Shop so parents/grandparents can add their name against unallocated slots. TK suggested the shop holds a small stock of school ties and badges. RS approved – TK to contact Clanhouse.

**Parent Class Reps** - Some parents have come forward but there are still big gaps in representation. A list will be collated and sent out to report on the classes which do not have cover. It was pointed out that it does not have to be a parent who takes this position; it can be grandparents, childminders, etc and stress that it can be a shared role.



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**Maths Club** – Discussions have continued relating to running a Maths Club and it is likely to be aimed at P5 / P6 pupils and run one evening 17:00 – 17.45. This has been given the go-ahead so TK will communicate details to parents.

**Reception Area** – in response to RS's request for PTA assistance with improving/dressing the school reception area, TK has pulled a group of parent volunteers together, with varying creative skills and expertise, to work collectively on this project. RS clarified the extent of change which is permissible and TK will make contact with these people to take things to the next stage.

**Autumn Fayre** – TK confirmed that this will take place on Saturday 2<sup>nd</sup> November and requested for all PTA members and helpers to note the date in their diary. DG is to apply for a Let for the event, as well as the Friday evening before. TK stressed that this event requires a huge amount of organisation and a large number of volunteers to make it all happen. TK would like to set up a sub-committee ASAP to start the planning of the event comprising of PTA committee members as well as parent helpers. Willing volunteers for the sub-committee please contact TK.

### 8. AOB

**P3 Football** – As yet no parent has come forward to take on the Lead Coach position and concerns have been expressed about the future running of the Club. RS suggested we contact Jenny Grassick at BHS to see if she knows of any student who would be willing to do this, even as an interim position. VA advised that she may know of a nursery parent who might be keen to get involved. VA to make contact with Amanda Russell for an update on the situation.

**Story Telling** – a well-respected local child minder has very kindly offered to do some storytelling and/or crafts with the younger children. VA was very keen to take up this offer for the nursery. TK to provide VA with contact details.

DONM – Tuesday 8<sup>th</sup> October 2013, 7pm, Dean Park Clinic Building