



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of the PTA Meeting 10 October 2017

PTA Members Present

Nati Smith (NS) – Chair	Ailey Aitkin (AA)
Clare Dow (CD)	Adrienne Wilson (AW)
Dawn Graham (DG)	Mairead Telford (MT)
Kirsten Beddows (KB)	Clare Dow (CD)
Rehana Shanks (RS)	

Welcome and apologies

1. The Chair welcomed parent and staff members to the PTA. Apologies were noted.

Minutes and actions from previous meeting

2. The minutes of the September meeting were agreed

Fundraising/Social Events

- Fun run - update

3. The fun run went well with an excellent turnout of 199 pupils despite the poor weather. It was suggested that the P7s could do the warm up next year. CM has prepared an article for the C&B News.

- Autumn Fayre

4. Most actions were in hand, co-ordinators were arranged for most stalls, NS will follow up with a communication.
5. Posters will be put up round the village and a parentmail notice will be issued.
6. May be worth approaching St Mungos for using the sound system, need to arrange music.
7. Primary school will be available on the Friday afternoon for preparation of the tombola prizes. Access to BHS from 4pm.
8. CD suggested an apple pie competition using the apples from the school grounds.
9. DG to check for cups, face paints, banner, raffle books for tombola. KB to arrange the wheelbarrow for the barrel of booze
10. Need access to cooker to heat the soup, then the soup kettles can be used to keep it warm.
11. Raffle books were ordered, all to help approach local businesses for prizes.
12. Need to arrange gifts for the BHS headteacher and janitor.
13. NS and CD will do a shop for the tuck shop and other supplies.
14. RS to check how many pitch fever bags she has available, they could be useful for the book stall.

Actions:

- NS to approach St Mungos
- DG to check supplies in thrift shop
- KB to arrange the wheelbarrow
- NS & CD to do get supplies including for tuck shop



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Treasurer's Report

15. The main account balance is £12,832 with club tutors still to pay. £10k has been given to the school for 40 i-pads. The school has also contributed to purchase the i-pad cases.
16. Covenant Fund balance is £10,564, it was noted the monthly contributions are reducing.

Funding Requests

- **ICT Strategy Digital**
17. £10k has been donated.
 - **Tools for Learning**
 18. Maths Enquiry in the school due to take place, this may lead to a funding request.

Head Teachers Update

19. RS needs PTA/PC representative for 1:5 poverty which is about equity funding. DG volunteered.
20. RS needs a representative from the parent forum for Health and Safety.
21. Pupil request for a funding for P7 leavers hoodies which RS has declined so far. NS suggested a year book for leavers.
22. Invited Woman's Rural to help the children to understand the background to the school houses and help design logos.
23. School signs have been ordered
24. 10 Nov - Japanese for young learners event
25. Thanks to NS and Parent Council for the AGM and presentations which demonstrated an excellent link between the parent forum/community and the school.

After School Clubs

26. It would be useful to assess the clubs for profit and loss. For example hockey club numbers were low which means it is running at a loss, it was proposed to merge the P6 and P7 groups on a Friday.
27. Skiing – potential for the skiing club to include BHS pupils which will help it not run at a loss. Need to confirm that the liability insurance will cover them.
28. Potential for PTA/DPS to host a bagpipe club, but it would be run externally. Also investigating a potential 'band' club.

AOB

29. Next meeting on 21 November 2017



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Actions log

	Reference	Action	Owner	Status/progress
08/11/16	2016/001	Investigate the possibility of using supplies from Malleny Community Orchard and Cyrenians	CD	On hold till the Summer - May/June
13/12/16	2016/002	Provide the cost of plates and gifts	RS	On hold
17/01/17	2017/002	KF to forward information about Loose Parts Play, NS to circulate	KF; NS	Info circulated, further action on hold till new academic year.
17/01/17	2017/003	NS to price containers to store 'Loose Play' provision boxes	NS	On hold till new academic year.
21/2/17	2017/018	Write coach 'no show' procedure	CD	Will follow electronic registration
21/2/17	2017/019	PTA club lists to school office	CD	Will follow electronic registration
21/2/17	2017/021	Clear out google drive	NS; CD; CM	Carried forward
24/03/17	2017/022	PTA and PC to consider Sustainability Fund and communication with parents	NS; FB	
24/03/17	2017/023	Check the PTA 1 st aid box in cupboard.	AA	Ongoing
18/04/17	2017/027	Lets for PTA meetings and PTA clubs	DG; CM	Complete, just waiting for confirmation from facilities management
18/04/17	2017/028	Seek volunteers for a signage sub-group	NS	Superseded?
09/05/2017	2017/031	Establish the which coaches have 1 st aid training and who would be interested in undertaking training.	CD	
13/06/2017	2017/11	Costing of in-house planners	BS	



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

13/06/2017	2017/37	Buy more bunting	CM	
13/06/2017	2017/42	Organise registering everyone online in August for clubs	CD	
13/06/2017	2017/48	Reissue behavioural policy to coaches to match website version.	CD	
13/06/2017	2017/64	Organise purchase of two new tables	CM	
29/08/2017	2017/71	DG to investigate Christmas cards	DG	
29/08/2017	2017/74	VS to speak to house captains about outdoor playground equipment	VS	
29/08/2017	2017/75	VS to follow up funding for benches and friendship stop	VS	
29/08/2017	2017/76	CD to provide registers for all clubs	CD	
19/09/2017	2017/77	HM apply for permit for raffle	HM	