



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of the PTA Meeting 1 May 2018

PTA Members Present

Nati Smith (NS) - Chair	Christina MacLennan (CM)
Pam Lamb (PL)	Clare Dow (CD)
Dawn Graham (DG)	Mairead Telford (MT)
Rehana Shanks	Claire Thomson (CT)
Roslyn Campbell	

Welcome and apologies

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

Minutes and actions log

2. The minutes of the March meeting were agreed.

Head Teachers Update

3. RS confirmed that there will be two staff retirements this term; Linda Christison and Jackie Sinclair.
4. P4 classes will be assisting the BVT with their Community Litter Picking event on 17th June. Helpers are needed for maintaining planters and the raised beds in Malleny. Additionally the P4 classes will create two scarecrows for the annual event. Lindsay Anderson of BVT has offered assistance for your school garden. BVT AGM will take place in the last week of June.
5. School inspections at Ratho and Dalry are currently involved in their School Inspection process (in previous years we have been inspected before these schools) and Harmerly has already completed their inspection (historically after ours) so we are expecting our inspection to take place imminently.
6. Dean Parks Got Talent was run by the P7 year group this year and was very successful.

Treasurer's Report

7. £15,554 in main account and around £11,100 in the covenant fund. The remainder of cost of the i-pads have yet to be paid along with costs associated with making the "old Fort" area useable.
8. Funds in the account relating to the new Pipe Band club amounts to £4320, it is hoped that interviews will take place for a tutor before the end of this academic year. The Music Teacher from BHS has offered to sit in on the interviews.

Fundraising/Social Events

- Gala day
9. Arrangements are in place for the Tombolla stall. Ticketing will take place as usual on the Friday afternoon in the school. Dawn and Mairead will be joined by some other volunteers to complete this.



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- **Sports day**

10. 20 of each colour have been ordered in varying sizes. These are for lending out as required. (Cost in the region of £320)
11. P7s will have their stalls set up in the upper playground for their Grow your £5 Virgin money project.

- **Treasure hunt**

12. This has been set for 23 June. NS checked and no licence is required.

- **Bags to school**

13. The clinic has been agreed as the dropoff location for these bags with a deadline of 29th May. Parentmail message went out today (1st May).

- **Maths Resources**

14. These are now in the classrooms and actively being used for teaching and learning.

- **School grounds review**

15. A community day has been arranged to tidy up the gardens and raised beds. This is to take place on 2nd / 3rd June.

Funding Requests

- **Training for coaches**

16. Discussions were around a potential training requirement for coaches, so that they are able to include and assist children with varying special needs within the clubs.

- **Nursery**

17. Some items were requested but they will be organised directly by the school and out of the school budget.

Matters arising

- **End of year thank you cards and P7 leavers gifts**

18. The treasurer will organise the thank you cards and ensure they are sent out as required.
19. The school Petty Cash pot will be topped up to cover end of year purchases of P7 gifts, Tea Party costs etc.

AOB

20. Dates to note:

- Sports days
 - 18th May – P3/4
 - 25th May – P5/6/7
 - 1st June – P1/2



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- 8th June – Nursery

21. Next and Final meeting of this academic year is on 19th June.



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Actions log

	Reference	Action	Owner	Status/progress
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	NS/RS	Info circulated, further action on hold till new academic year. 20/2/18 – NS followed up with RS who has agreed and will set up a meeting with Ratho Headteacher.
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	I believe this is closed
23/01/2018	2018/01	BS to investigate the costs of frames and fixtures	BS	
23/01/2018	2018/02	BS to organise a meeting with playground supervisors and endeavour to source a copy of the playground insurance review	BS	Closed??????
23/01/2018	2018/03	CM to speak to VS about basketball/netball nets	CM	???????????
23/01/2018	2018/05	Balerno Farmers Market attendance at sports days	CM	Close
20/02/2018	2018/07	Contact the organisation about Bags to School	AW	Complete, bags to be delivered with a collection date of 27 April.
20/02/2018	2018/08	Ask club coaches to ensure that they have all necessary equipment	CD	Complete



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20/02/2018	2018/09	Follow up options for the Fort Area	NS	
20/02/2018	2018/10	Check that maintenance was being done on spider web etc	DG	????????
20/02/2018	2018/11	Investigate training for club coaches; updating the behavioural policy and the registration form	CD	On-going
20/02/2018	2018/12	Arrange a meeting with the Hockey Club Co-ordinator	DG	On-going
20/02/2018	2018/13	Speak to the Art Club Co-ordinator and consider the options for changing location	CD	Complete
20/03/2018	2018/14	Prepare the communication about t-shirts	NS	Complete
20/03/2018	2018/15	Confirm with Image Scotland that parents will be offered to order coloured t-shirts.	CM	Complete
20/03/2018	2018/15	Communication for Bags to School	NS	Complete