



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of the PTA Meeting 15th January 2019

PTA Members Present

Nati Smith (NS) – Chair	Christina MacLennan (CM)
Clare Thompson (CT)	Helen Morriss (HM)
Clare Dow (CD)	Kirstie Birrell (KB)

Welcome and apologies

1. The Chair welcomed parent and members to the PTA.

Minutes and actions log

2. The minutes of the November meeting were agreed.
3. Action log updated.

Head Teachers Update

4. No update was available.

Treasurer's Report

5. No update was available.

Recruitment

6. Recruiting new parent and teacher members was discussed.
7. Discussed summarising members experiences of the PTA.
8. Suggested asking kids what they feel about the support the PTA provides.

Notice Board Replacement

9. Discussed replacing notice board at P1/ P2 area as deemed unsafe to use.
10. Discussed adding a new noticeboard at other school gate to encourage parent engagement.

After school clubs

11. School Closed Friday so no after school clubs onsite.
12. P1 football fine as outside.
13. Accident and Incident policy compared to active schools.
14. Discussed first aide training of coaches and access to first aid kits.
15. Raised who would be legally responsible in case of injury?
16. Discussed a First aide event for parents.
17. Art club may have to move as plans have been made for its current location.



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Funding Requests

18. Request for plaque and tree for former teacher.(RS)
19. Request for clipboards £100 (CD)
20. Noticeboards as noted (CD)
21. Brown bins bin labels.

Playground Improvement

22. Painting still to be completed but janitor has covered a lot from the list.
23. Bark for planters required.
24. Boat needs a risk assessment (CM)
25. Arrange another school grounds day with parents – 23rd March
26. Tyres needed (HM)
27. Drainage holes in big field maybe causing accidents, company that laid the drainage claim it is poor maintenance causing issue. Maintenance requirements and guarantees to be investigated.
28. Fort area much improved.

Matters arising

29. First Aid event for parents discussed.

AOB

30. Fun Run date to be 29th September 2019



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Actions log

	Reference	Action	Owner	Status/progress
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	On-going. NS has spoken to the house captains and will follow up with PSAs
23/01/2018	2018/01	BS to investigate the costs of frames and fixtures	BS	On-going
20/02/2018	2018/11	Investigate training for club coaches	CD	On-going
18/09/2018	2018/24	Follow up re basketball equipment	CT/CD	Ongoing
15/01/2019	2019/01	Summarise PTA experience for recruitment	All	Ongoing
15/01/2019	2019/02	Get costings for noticeboards	CD	Options to be discussed.
15/01/2019	2019/03	Plaque and tree costings for former teacher memorial	RS	
15/01/2019	2019/04	Clipboard order and costs.	CD	
15/01/2019	2019/05	Brown Bins label	CD	
15/01/2019	2019/06	Boat risk assessment	CM	



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15/01/2019	2019/07	Bark For planters	CD	
15/01/2019	2019/08	Field drainage maintenance and guarantees investigated	RS	