



# Dean Park Primary School

## PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

### Minutes of the PTA Meeting 19<sup>th</sup> February 2019

#### PTA Members Present

Nati Smith (NS) – Chair	Christina MacLennan (CM)
Clare Thompson (CT)	Helen Morriss (HM)
Clare Dow (CD)	Kirstie Birrell (KB)
Rehanna Shanks (RS)	Dawn Graham (DG)
Ailey Aitken (AA)	Adrienne Wilson (AW)

#### Welcome and apologies

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

#### Minutes and actions log

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

#### Head Teachers Update

4. Nativity and Christmas parties are struggling to be covered by parents so consider pta funding ~ £2750 and potentially Christmas decoration stuff.
5. Pipe and drum teachers could be brought to school to reduce costs for parents for pipe band.
6. School will be changing to refurbishment so consider this in all spending. May need smart boards and some teaching and learning resources to support this so keep money aside.
7. Discuss with Craig what can be planned and invite him to PTA meeting.

#### Treasurer's Report

8. Art Club running at a loss, £193 loss. Maximum numbers on role, discussed raising price or including more children.
9. Art Club is going to have to move potentially to High School.
10. Hockey seems ok though coaches have not yet been paid.
11. Main account £21,376, covenant fund £11,720.

#### Recruitment

12. Recruiting new parent and teacher members was discussed.
13. Posters to be created encouraging volunteers, include speech bubbles from current members.
14. Suggested having a parent from each year group.
15. Teachers to be asked if they can speak to parents they think might be interested.
16. Thoughts on changing the location at times to more sociable setting.

#### Fundraising



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17. Upcoming Tombola stall on gala day, 25<sup>th</sup> May. School access required planning to start the preparations during school day of 24<sup>th</sup>. Cars required.
18. Autumn Fayre 26<sup>th</sup> October suggested date or 2<sup>nd</sup> November.
19. Consider a spring event.

### After school clubs

20. Risk assessment draft completed and agreed to.

### Funding Requests

21. Fencing will require replacing.
22. Noticeboards.
23. Books requested and loose play stuff requested with container. £100 spend on books agreed. Estimated costs for loose parts £5000 and outdoor learning £2000. £7000 agreed to be spent in total to support both loose parts and outdoor learning.
24. A more detailed request for books will be submitted but £10,000 to be held aside for it.

### Playground Improvement

25. Painting still to be completed but janitor has covered a lot from the list.
26. Bark for planters required.
27. Boat needs a risk assessment (CM)
28. Arrange another school grounds day with parents – 23<sup>rd</sup> March
29. Tyres needed (HM)
30. 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.
31. Fort area much improved.

### Matters arising

32. First Aid event for parents discussed.

### AOB

33. 23<sup>rd</sup> March Playground improvement day, wooden structures to be painted.
34. Thrift shop to open Wednesday 8.30 – 9am and 2.45 – 3.30pm with new volunteer.
35. Thrift shop times to be added to the website.



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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 Head teacher.
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	
19/02/2019	2019/09	Add Thrift shop times to website	NS	