



# Dean Park Primary School

## PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

### Minutes of the PTA Meeting 9 October 2018

#### PTA Members Present

Nati Smith (NS) – Chair	Christina MacLennan (CM)
Rehana Shanks (RS)	Helen Morriss (HM)
Kirsten Beddows (KB)	Clare Thomson (CT)
Vicky Smith (VS)	Mairead Telford (MT)

#### Welcome and apologies

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

#### Minutes and actions log

2. The minutes of the September meeting were agreed.

#### Head Teachers Update

3. Schools catchment review went live today.

#### Treasurer's Report

4. No treasurers report was available

#### Fundraising

- Fun Run

5. 220 children were registered to run and the event went well. The money is currently being collected. Comments for next year included numbering children to make the registers quicker; re-consideration of the music at the start along with consideration of badges vs medals next year.
6. It had been suggested that the funds could be used towards school books.
7. There was a discussion about risk assessments for events and clubs. It was suggested that Active Schools may have general sports risk assessment that could be used as a basis but it would need to be individualised. RS and VS offered to help.

- Autumn Fayre

8. NS has arranged for the Fayre to be advertised in Konnect magazine. It was noted that it would be useful to count the number of attendees.
9. NS and HM had reviewed what we had from last year which included some prizes for pop a balloon, face paint, arts and crafts equipment. Supplies for the tuck shop have been bought.



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10. Children will be asked to bring home baking and there will be a dress down day on the Friday in return for donating an item for the tombola. CT arranging for the pumpkin carving by teachers.
11. Need to arrange for transport to bring the toys back to Dean Park Primary. It was suggested that we may wish to ask if any parents have a van or big cars that could help

**Actions - NS to provide text for a Parentmail reminder to be issued before the Fayre**

### Donations

12. A generous donation had been offered by a local business to the PTA, along with an offer to provide equipment. It was agreed that we would need to think carefully about what was needed, suggestions included sports equipment and strips for sports clubs.

### Funding Requests

13. There is need for literacy and language resources, including school books to invest in a new reading scheme which is likely to cost in the region of £40k. It was agreed that this could be a new focus for the PTA to fund raise towards.

### Matters arising

- **Recruitment drive**
- 14. RS agreed to write a piece on the what the PTA has achieved and the difference that has made to the school. It was also suggested the children may be able to provide some quotes to support.
- **Thrift shop clear out**
- 15. AW is progressing, it was hoped that after the Autumn Fayre there will be a chance to do a full clear out.
- **Community Skills Week**
- 16. This has been taken forward through the activities being run after school on a Friday in June.

### AOB

17. Next meeting is on 20<sup>th</sup> November



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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
19/06/2018	2018/14	check Hearts FBC can help at fun run or autumn fayre	VS	Ongoing
19/06/2018	2018/15	Raffle arrange council permission and order tickets	HM	Ongoing
19/06/2018	2018/16	Request Raffle prizes	All	Ongoing
18/09/2019	2018/18	Autumn Fayre - speak with RS re pupil stalls	NS	Ongoing
18/09/2019	2018/19	Autumn Fayre - confirm whether Scouts will run the games	CD	Ongoing
18/09/2019	2018/20	Autumn Fayre - confirm whether she has found someone to co-ordinate water or wine stall	PL	VS agreed to run the stall
18/09/2019	2018/21	Autumn Fayre - confirm teachers will do a guess the teacher pumpkin carving stall	Teachers	CT taking forward



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18/09/2019	2018/22	Autumn Fayre - speak to Mr Grieve about the Eco-Committee stall	CT	Ongoing
18/09/2019	2018/24	Follow up re basketball equipment	CT/CD	Ongoing
09/10/2019	2018/25	Parentmail reminder for autumn fayre	NS	