



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of the PTA Meeting 21 September 2021

PTA Members Present

Laura Howe (LH) – Chair	Heather Dick (HD)
Nicola Rankine (NR)	Kirsten Beddows (KB)
Khadidja Merakchi (LM)	Clare Thomson (CT)
Linda Vautherin (LV)	Lynsey Binnie (LB)
Lyndsay Smythe (LS)	Heather Nicholson (HN)
Judith Brown (JB)	Julia Paterson (JP)
Constantia Anastasiadou (CA)	Ros Smith (RS)
Karen von Kriegsheim (KVK)	Cal McCrea (CM)

Welcome and apologies

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

Minutes and actions log

2. The minutes of the August meeting were agreed.

Head Teachers Update

3. The headteacher updated that there had been 'learning walks' to visit each class and hear about class charters. Children are enjoying outdoor dining and the picnic benches were being well used. It was hoped that more outdoor provision could be made through a pull out canopy as part of the new building work
4. Nuture space is well used, thanks to the PTA for their contribution.
5. Next area of work is anti-bullying and prejudice procedure. Speaking to children to reassure that bullying will be taken seriously, using 'worry monsters'. Also expecting to launch equalities groups for staff and children.

Treasurer's Report

6. Little update from the previous meeting. £15k overall balance, some payments have been made with £7k ringfenced for loose parts and outdoor play.
7. It was noted that work was underway to consider antiracism and there may be an ask in the future for support for provision of appropriate books.

Fundraising

- Story quest
8. Thanks to Carol and Sonja who have organised Storyquest, all preparations are now made. Reminders will be issued before the end of the week.
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- Autumn Fayre – 6th November
9. Balerno High School said that we could use the High School providing the Council are accepting Lets which were not currently being accepted.



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10. It was agreed that it was not possible to continue to plan for the Autumn Fayre given the scale of the preparatory work required, the uncertainty around securing a Let and as some people may not wish to attend. Other options such as outside or the use of the Church Hall were considered but ruled out.
11. An Easter event was considered, or running some of the activities within the school. It was agreed to hold a 'Fun Friday' on 5th November and hold a range of events including the raffle, sweetie count, cream pie the teacher, dress down day, hot chocolate bags etc.
12. P7s had prepared posters for the Autumn Fayre and it was suggested that prizes could be awarded to recognise their work and there may be an option to do a new 'Fun Friday' poster.

- **Grand Prize raffle**

13. The licence paperwork has been completed and awaiting approval. Books of tickets will be sent home with children, it was agreed that cash payments would be acceptable. The winners would be announced at or around the nativity.

Matters arising

- **After School Clubs**

14. Thank you those that have helped the football to be able to re-open this week. Thanks to HD for sourcing coaches which will allow hockey to re-open shortly.
15. Other clubs that require Lets are not able to open at this time as the Council is not accepting Let applications.
16. A basketball co-ordinator has been found. Still looking for a Club Manager, asked if NR will mention this on the Friday update. It is becoming increasingly difficult for LH to manage all the paperwork alongside her other responsibilities.
17. It may be an option to pass some of the clubs to Active Schools which would help spread the workload, however, the PTA would lose the fundraising opportunity. It was suggested that Active Schools may be able to run complementary, different, clubs for a short length of time if they have access to Lets, although they would need to require different facilities. Suggestions included karate, badminton, clubs for younger children such as multisports. There may be some benefit to the PTA in Active Schools running some clubs.

Action – NR can speak to Active Schools rep about the potential for them to run other clubs.

- **Provisional Dates for New School Year PTA meetings**

18. Provisional dates were suggested for the next school year:

26th October 2021
23rd November 2021
18th January 2022
15th March 2022



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26th April 2022

14th June 2022

AOB

- 19. AGM will be on 12th October
- 20. The next meeting is on 26th October.



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Actions log

Start date	Reference	Action	Owner	Status/progress
27/08/2019	2019/68	CD to set up a form for data protection to allow all new members to be agree that their contact details can be used for PTA purposes.	LH/KvK	Forms are on the Google drive. KvK to check if the forms were for clubs and/or PTA members
09/03/2021	2021/01	Pass information on costings for ipads	School	Ongoing
09/03/2021	2021/02	Check if PTA have paid for a Smartboard	CT	Ongoing
27/04/2021	2021/06	CM to send a list of ringfenced funds and NR to consider	CM/NR	CM still to send a list. School to email list of invoices for the CM
31/08/2021	2021/10	All to help find volunteers to help with StoryQuest, raffle, Club Manager and Basketball co-ordinator	All	StoryQuest and Basketball co-ordinator roles are filled. Clubs Manager is still outstanding
31/08/2021	2021/11	Confirm arrangements with BHS for the Autumn Fayre	NR	Arrangements confirmed, Lets would need to be accepted for the Fayre to go ahead at the High School.
31/08/2021	2021/12	Secure teacher volunteers for cream pie stall and approach contacts about Fairtrade stall	NR	
31/08/2021	2021/13	Arrange for advertising of the Autumn Fayre and source ingredients for the hot chocolate bags	LH	
31/08/2021	2021/14	Work with P7 Leadership Team on Autumn Fayre poster competition and the hot chocolate bags	LB	
31/08/2021	2021/15	Arrange the teachers competition for the Autumn Fayre	CT	
21/09/2021	2021/16	Speak to Active Schools rep about the potential for them to run other clubs	NR	

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