



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of the PTA Meeting 26 October 2021

PTA Members Present

Laura Howe (LH) – Chair	Heather Dick (HD)
Nicola Rankine (NR)	Kirsten Beddows (KB)
Tizzy Hepher (TH)	Clare Thomson (CT)
Linda Vautherin (LV)	Lynsey Binnie (LB)
Lyndsay Smythe (LS)	Stefanie Lyons (SL)
Judith Brown (JB)	Julia Paterson (JP)
Constantia Anastasiadou (CA)	Karen von Kriegsheim (KVK)

Welcome and apologies

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

Minutes and actions log

2. The minutes of the September meeting were agreed.

Head Teachers Update

3. The headteacher updated the PTA, noting that they are continuing to manage through covid, for the majority of children things are normal, the school are reassuring families that we are making things as safe as possible, supporting families and ensuring staffing levels.
4. The school are looking forward to upcoming fun events this term including fantastic Friday, Christmas events and book week. This term has a focus on skills, including careers, university, workplace skills and grateful to parents who are willing to help.
5. There was a request for a reminder to be issued of the guidelines around covid.
6. The nursery had a full refurbishment over the holidays, it is now a calm and fresh space. It was hoped that a video could be shared via Learning Journals.

Treasurer's Report

7. There is little change to financial position as there are minimal costs or funds coming in. Invoicing for clubs has started so a fuller update would be provided at the next meeting.

Fundraising

- Story quest
8. A well-attended and successful event with over 50 teams with over £200 made.
- Fantastic Friday - Autumn Fayre Alternative
9. Fantastic Friday was coming up, arrangements were well underway. P7s will help run the stalls outside, LH had arranged prizes for the events. It was suggested that something separate may be run for the nursery.



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10. LH would be grateful for volunteers after school next week to arrange the toys for the stall and preparations on the Friday morning.

- **Grand Prize raffle**

11. There still wasn't a volunteer to run the raffle, LH has organised it all and is just awaiting the licence to be sent through. A volunteer is required for next year, the role requires applying to the Council for a licence, sourcing prizes, arrange for raffle tickets and arrange into envelopes with instructions. These are then distributed via the classes, once the licence is arranged, usually we draw the results at the nativity and the winners will be announced via Parentmail.

- **Christmas cards**

12. These are on track, any children that did not do their art before the October holiday will get the opportunity to do so this week.

Matters arising

- **After School Clubs**

13. Hockey and football are now running, other clubs are reliant on the Council allowing Lets. We are still seeking a Club Manager.

- **Roles to fill**

14. We also need Thrift Shop staff and a Grant Prize Raffle Leader for next year.

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

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

23rd November 2021
18th January 2022
15th March 2022
26th April 2022
14th June 2022

AOB

16. The next meeting is on 23rd November.



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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, Thrift shop manager and raffle co-ordinator are still outstanding

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