



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of the PTA Meeting 8 June 2021

PTA Members Present

Laura Howe (LH) – Chair	Khadidja Merakchi (KM)
Nicola Rankine (NR)	Kirsten Beddows (KB)
Tizzy Hepher (TH)	Clare Thomson (CT)
Linda Vautherin (LV)	Lynsey Binnie (LB)
Lyndsay Smythe (LS)	Heather Nicholson (HN)
Judith Brown (JB)	Sally Smith (SS)

Welcome and apologies

1. The Chair welcomed parent and staff members to the PTA, apologies were noted.

Minutes and actions log

2. The minutes of the April meeting were agreed.

Head Teachers Update

3. The school has been busy preparing to use the refurbished areas and preparing to move the P7s to the temporary classrooms as work will begin in the summer on the survey and demolition of the Pentland Suite.
4. Considering dining space as P1-P5 will receive free school meals so additional capacity needed. The stage has been cleared which makes it a more useable space and additional outdoor seating is being sought for the space by the library.
5. The fun run has been done in classes, this encouraged greater participation. The collective distance meant the children covered the distance to Rome! The PTA were thanked for their support. Options should be considered for next year, it may be that it could be a local schools competition. It was agreed that it could be about the same time of year again as it worked well to tie into sports week. This would mean planning would start in early 2022 and there was a desire to involve the pupils more.
6. LB has been planning for the nurture room and has ordered furniture for a calm, safe space and appliances to allow food to be provided. The intention for next year is to have staff in the room at break and lunch for children that need it.

Treasurer's Report

7. It was clarified that funds are still ringfenced for loose parts. A written report from the Treasurer would follow.

Fundraising

- Story quest
8. The organiser is still content to do Story Quest, proposed for the 25th September, covid friendly and not requiring access to the school. The details would be finalised over the summer. Volunteers will be required.



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9. Proposed to seek £3 per family and hoped it could be done via Parentpay. MR offered to do an in school launch.

- **Autumn Fayre – 6th November**

10. A group has considered how the Autumn Fayre could be done to be run as covid friendly, for example a one way system, provision of hand sanitiser, use of masks, limited handling of money. Some stalls would not be able to go ahead so alternatives were being considered e.g making bracelets instead of the salon, create own face masks.
11. Other ideas were raffle tickets to then win a chance to put a cream pie in a member of staffs face, for those that were willing to volunteer. MR thought that this could be possible.
12. It was hoped that the soup could still be provided, home baking wouldn't be done but the school could help with the children preparing something in school e.g. hot chocolate packets.
13. It was suggested to split the raffle between a childrens and adults raffle; possibly bring a fire appliance or police car; price is right stall; coconut shy; Christmas crafts; beat the goalie and basketball hoops.
14. Access to toilets would need to be considered, there may need to be a schedule of cleaning for toilets.
15. It was suggested that we may need to consider preparing for an outdoor event as a fall back. MR offered to speak to the High School about the potential access for an outdoor space, or alternatively it could maybe be in the Primary School grounds. It was unclear whether a Let could be sought on the weekend at the Primary School.

Action - MR – to establish options for outdoor space at the High School or the Primary School

- **Grand Prize raffle**

16. A volunteer was sought for a one off event, some prizes have already been secured.

- **Christmas cards**

17. The Christmas cards would be done again this year, the school were happy to do the art earlier this year, ideally the week before the October holidays, to allow more time.

- **Thrift shop**

18. The thrift shop was due to be opened next week on Monday and Thursday between 9 and 10 am, volunteers are being sought to set it up and clear away. School ties would be available. It was suggested that it was also opened outdoors during the first week of term.
19. Plain red hoodies would be available for P7s, leavers hoodies could be arranged for later in the school year if the PTA wished to do so. LV offered to organise this.



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Matters arising

- After School Clubs

20. A potential volunteer has come forward for the after school clubs co-ordinator. It was suggested that the role could be further split, this was still under consideration but proving tricky. We still need some club co-ordinators and someone to run the chess club.
21. Two new clubs are set to run – crafts and roller skating.
22. LH met with the Activeschools Co-ordinator who will try and help source coaches for basketball and hockey and support with training. Activeschools can now be run for free if we wished them to run any additional clubs.
23. MR will continue to monitor the restrictions and inform the PTA when clubs may be able to re-open, in the meantime the Lets form will be prepared.

- Request to fund football trophies

24. Football co-ordinator has asked for some trophies, PTA agreed providing the costs were reasonable.

- Request to purchase 6 picnic benches

25. Celtic wood is a local company, quoted £85 per bench, and it was hoped that they would be ready soon. The PTA agreed.

- School Leavers gift - £200 roughly

26. It was estimated that school leavers gifts would cost about £200, to which the PTA agreed.

- Provisional Dates for New School Year PTA meetings

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

31st August 2021
21st September 2021
26th October 2021
23rd November 2021
20th January 2022
15th March 2022
26th April 2022
16th June 2022

AOB

28. KM will prepare a flyer for the nursery children to introduce new P1 parents to the PTA which could be given along with a small toy. There was an offer to attend the virtual P1 parents evening, it was agreed that the school could raise awareness of the PTA and the flyer can provide additional information.
29. The next meeting is on 31st August 2021.



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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
08/06/2021	2021/09	Establish options for outdoor space at the High School or the Primary School for the Autumn Fayre	MR	