



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of the PTA Meeting 21st March 2023

PTA Members Present

| | |
|-------------------------------|------------------------------------|
| Joanne Gosney (JG) | Louise Spalding (LS) |
| Nicola Kurth (NK) (apologies) | Cal McCrea (CM) |
| Lynsey Binnie (LB) | Paul Rattray (PR) |
| Clare Thomson (CT) | Heather Nicholson (HN) (apologies) |
| Becca Chesser (BC) | Linda Vautherin (LV) |
| Lyndsay Smith (LS2) | Tizzy Hepher (TH) |
| Kate Gibb (KG) | Ros Smyth (RS) |
| Karen (apologies) | Laura Howe (apologies) |

Welcome and apologies

1. The Chair welcomed parent and staff members to the PTA meeting. Apologies were noted.

Minutes and actions log

2. The minutes of the January meeting were agreed. JG discussed action points – she has been in process of reviewing the constitution and has sent an email to the school to ask for help with updating the PTA website. (Please refer to action point table at end of minutes for further details).
3. Any issues with March's minutes please let me know - LS

Head Teachers Update

1. Update from CT/LB on behalf of NK
2. P7 camp last week was a huge success. 76 pupils were away with 9 staff members. Activities and accommodation were reported to be really good. PTA has funded souvenirs for them all (wrist bands)
3. Pantomime. - School are currently liaising with the Balerno theatre company to have a showing for ALL school children in December. They are looking into Thursday/ Friday of the 1st week in December. In discussions regarding practicalities of this and they may need PTA funding for this.
4. Due to having to cut back, there will be 2 areas that the school will focus on from the improvement plan. 1 – digital, 2 – How to teach spelling and writing and homework. Parent council are keen to be involved.
5. The new school books have arrived. School have ordered new bookshelf and are considering keeping the new books for August for the new classes.
6. Staffing for 2023/2024 – looking at 19 classes, increase of one from this year. They will be looking to employ a new teacher for the additional class.
7. Staff changes
 - Austin Lowe retires end of August,



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- Mrs Donnan retires at the end of June.
- Marie Lawrie (p6) has secured a post closer to home.
- Helen McVey is returning after the holidays.
- Lyndsay Coull-Hayes – on Maternity leave from Easter.
- Mr Jogie will be teaching her class.

Treasurer's Report

8. Club invoices outstanding have reduced by £2667 since the last meeting.
9. Coaching has been £3268 for skiing, basketball and football P1/P2.
10. Total invoices o/standing currently 160, total fees £8238.
11. Some payments have come in from the Thrift Shop totalling £267.
12. Other fundraising totalled £229.
13. Support to the school so far this year is £2961 with a further £3015 agreed for books. £114 for P7 camp souvenirs.

After school clubs

14. P1-P2 Football - club was hovering at around 16 but after advertising, has risen 26.
15. P3 Football - club has started with 9 enrolled and another volunteer coach.
16. P4-P7 Football clubs - running well.
17. Basketball - multiple hic-ups meant the club only managed to restart on 1st Feb.
18. Hockey - running well. Due to low numbers, the P6 & P7 sessions have been combined.
19. Ski - running well.
20. Craft - Tizzy stepping down at the end of term, Laura at the end of summer term. Parent helpers will keep the club running until July. Ad went out appealing for volunteers and there were a couple notes of interest being followed up.
21. Infant Craft - has started. 2 enrolled, 16 on the waiting list. Won't charge for this term to let things settle.
22. Chess - pencilled in to restart as a lunchtime club next term.

Fundraising

23. **M+S Bag packing.** Initially this was to happen after Mother's Day, however, due to number of self-service checkouts M+S cannot offer many manned tills therefore this is unlikely to generate much income. CMC and LH to investigate how much this would make.
24. The idea of a **quiz night** was raised again. JG is looking into this for next year. As the Gala are having a quiz night too this year, the PTA would plan to do ours later in year.
25. **Stall** at Farmers market – could consider pupils making and selling their products at the farmers' market. CT reported that pre covid this was something that DPPS used to do and they never got charged for this.
26. **Easter Egg competition** plan to run this like last year. Design to be given to school, £1 to enter (ALL can enter). Plan to issue on 27-29th March with the prizes being given out on Friday 31st March. Plan to send a communication via Parent Mail on Thursday 23rd March.



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27. **Tombola Stall at Gala** – plan to run this again this year. Emails to be sent out in due course.

Matters arising

28. **Website Improvement** – as discussed at start of meeting, PTA are keen to update their website, email to be sent out this week to ask for a parent volunteer to help with this. Anna will be updating the Thrift Shop section.

29. **Autumn Fayre** – Saturday 28th October. NK to propose this date to Balerno High.

30. PR was enquiring re **signage** that make finding the Front Door of the school easier

- NK to send an email to confirm if Edinburgh City Council (ECC) will provide an official DDPS sign like they have at other schools across Edinburgh.

- Could consider plants/ big sign or ? flag pole near office. Pupils could 'Design a Flag' for the school.

- Possibly signage with arrows. Also, could consider a mural at front door – this could help make the front door more eye catching. Plan to link in with planning for new build re this.

- TH suggested 'naming of gates'. Unclear if school would be ok with this. ? specific council signage or restrictions. If no issues with ECC PTA would be happy to be involved with this. Likely main gate would need to be official ECC signage but ?? if other gates would be ok? NK/ CT/LB to update at next PTA meeting.

31. CT updated that the new books for this years p1s's is 'We are going on a Bear Hunt'. Costs are £6.99 at Blackwells but would look to sourcing cheaper books if possible. 85 books are needed by the first week in June. Bookworks appear to be cheapest place to source these. £150 would be required from PTA if purchasing through Bookworks.

AOB

32. The next meeting is on **25th April**.

- **Provisional Dates for PTA meetings and Events**

6th June 2023



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Actions log

| Start | Referen | Action | Own | Status/progress |
|----------------|---------|--|-------------|---|
| 15/03/20 22 | 2022/03 | Follow up on a potential rugby club | LV | |
| 27/09/20 22 | 2022/07 | Seek volunteers for a group to review the constitution | JG | JG hopes to have this revised in next few weeks and will ask CM/PR to review. |
| 25/10/20 22 | 2022/08 | Investigate parents' social event | JG | To look into this for 2024. |
| 25.10.20 22 | 2022/09 | Investigate potential colour fest event for school | L V / HN | LV/HN to look at costs// set up group to help organise. |
| 22.11.20 22 | 2022/11 | Seek volunteer to update PTA Website | JG | JG to email parents to seek volunteer to assist with this. |