



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of the PTA Meeting 27 September 2022

PTA Members Present

Joanne Gosney (JG) – Chair	Lyndsay Smythe (LS)
Laura Howe (LH)	Judith Brown (JB)
Nicola Kurth (NK)	Kirsten Beddows (KB)
Heather Nicholson (HN)	Clare Thomson (CT)
Ros Smith (RS)	Paul Rattery (PR)
Lynsey Binnie (LB)	Cal McCrea (CM)

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 August meeting were agreed subject to amending the date for the AGM date to 5 October.

Head Teachers Update

3. The headteacher updated the PTA, aiming to have more field trips and links to the community including visits to Harlaw and a Christmas celebration involving the community.
4. This reflects the new curriculum which will have links into community projects, this will be showcased at parents evening to raise awareness of parents.
5. Preparation for the new classrooms are progressing a group of pupils 'young architects' will help consider issues such as facilities and interior design, along with a visit to another primary school who have a similar building
6. All children in P6 and P7 are going to have a leadership role this year to give all pupils opportunities.
7. Fun run – final preparations are underway, including a competitive element for P5 – P7. PTA have secured prizes for every child, included kind donations from supermarkets, along with class prizes.

Treasurer's Report

8. £13,176 in the main bank account and unrestricted funds of £9,350
9. Important to allow processes to help those that can't afford clubs or wish to pay in instalments so wording was shared during the meeting for feedback to ensure that it is appropriate.

After school clubs

10. Basketball and hockey have coaches, awaiting PVG clearance. Coding club is now a school club with some PTA support. Craft club going well and consideration of whether there could



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be a second club for the infants, TH offered to be a co-ordinator but someone would need to be found to run the club.

11. Gymnastics, seeking a new coach. Football, P4-P7 is due to start. P1-P2 football, the coach is unwell and P3 football still doesn't have a coach. A sponsor may have been found for P6 football kits.
12. French club, a tutor has been identified and costs will vary depending on the level of involvement of the PTA to support with admin. It could be a fairly expensive club to allow it to break even, around £80 per child per term. The PTA felt that the cost could be prohibitive so agreed that it shouldn't be progressed at this time.
13. It was noted that the 2G pitch incurs a cost to the school, which the PTA then cover.

- **Free places for coaches**

14. Confirmation was sought on our approach to this but it only currently affects football and crafts and there was no concern raised by the PTA as the coaches are volunteering their time.

- **Private clubs and Edinburgh Lets**

15. PR has approached Edinburgh Lets to ask for their policy.

- **Hardship Policy**

16. It was proposed that there should be a policy to allow for free places for children that the school has identified. The PTA agreed.

Fundraising

- **Autumn Fayre**

17. LH is progressing with the arrangements with the High School, posters have been done by the P7s. More information will come out this week including asking parents to sign up to help with stalls and co-ordinators, ideally from the PTA or school. Guidance for each stall will be available. CT offered to run the teachers stall, NK offered to help however was required and LB offered to help with the face painting.
18. Still require first aiders to be present, so far we have LH and TH.
19. Splat the teacher – it was agreed that raffle tickets would be sold and then the splat the teacher could happen in school and filmed. It was also agreed that tickets for Count the Sweetie could be sold in school in advance.
20. We have access to the 2G pitch, but not the sports hall which was too expensive. We also have access on the Friday evening from 4 pm until 9 am, and then from 9 am on the Saturday.



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- **Grand prize raffle**

21. Tickets will be sold at the fayre and lots of donations have been secured from local businesses.

Matters arising

- **Roles to fill –secretary**

22. We have had an approach for a new Secretary and someone is shadowing the role before confirming whether they are able to take it on.

- **Picnic benches cost increase**

23. The prices have increased to £95. The PTA agreed to the costs. It was noted that the existing benches need to be re-varnished once a year so the PTA offered to help.

- **AGM with Parent Council**

24. The joint AGM will be on 5th October at the school and will be the opportunity to formally vote JG as the PTA chair.

- **Constitution review**

25. PR noted that we should review the constitution any changes would need to be voted upon. It was proposed that a sub-group could review it but it was felt that it could be difficult to review in advance of the AGM so JG proposed that we take a little more time to review fully. JG will contact the PTA mailing list to see who else wishes to be involved and it was noted that the Treasurer will also need to review the appropriate section.

Action – JG to seek volunteers for a group to review the constitution

AOB

26. The next meeting is on 25th October 2022, with the AGM on 5th October.

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

5th October 2022 - AGM
25th October 2022
29th October 2022 – Autumn Fayre
22nd November 2022
17th January 2023
21 March 2023
25th April 2023
6th June 2023



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Actions log

Start	Referen	Action	Own	Status/progress
15/03/2022	2022/03	Follow up on a potential rugby club	LV	
27/09/2022	2022/07	Seek volunteers for a group to review the constitution	JG	

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