



# Dean Park Primary School

## PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

### Minutes of the PTA Meeting 30 August 2022

#### PTA Members Present

Joanne Gosney (JG) – Chair	Lyndsay Smythe (LS)
Laura Howe (LH)	Emma Allan-Brown (EB)
Nicola Kurth (NK)	Kirsten Beddows (KB)
Heather Nicholson (HN)	Clare Thomson (CT)
Linda Vautherin (LV)	Tizzy Hepher (TH)
Izzy Bell (IB)	Cal McCrea (CM)
Judith Brown (JB)	Kadija Merakchi (KM)
Lynsey Binnie (LB)	Paul Rattery (PR)

#### 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 June meeting were agreed. It was noted that evening Lets were not currently being permitted so the proposal to join PTA and PC meeting would need to be considered at a later date. It was expected however, that the joint AGM could be held at the school.

#### Head Teachers Update

3. The headteacher updated the PTA, it's been a busy and positive start to the term, all have enjoyed not having restrictions so the children can mix again and the school can engage with the local community. Improvement Plan is focussing on quality learning and teaching, also work underway to look at the Anti-Poverty Strategy and the Curriculum review
4. Fun run – planning underway with LV and HN, hoped to be held in school on 30<sup>th</sup> September during school time and supported by Active Schools. Year groups can be mixed, we will measure the total distance again and communicate via social media. Ratho and Nether Currie will also do something similar which may allow a joint approach next year. It was felt that parent donations wouldn't be sought but the PTA could offer certificates and some prizes. Sports equipment for the playground was suggested, such as bouncy balls, soft frizbees etc

#### Treasurer's Report

5. Last year we took around £15k from clubs, £500 thrift shop, £4.5k of other fund raising. Main spend was on instructor fees £10k.
6. Gained around £9k and supported school by around £14k including nurture base, hardship fund, Fischy music day.
7. £150 in insurance and some spend on subscriptions



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8. Need to follow up on outstanding invoices
9. Overall £5k down from this time last year due to less fund raising last year, ring fenced funds still held for loose parts and outdoor play £3,600 and £170 for nurture base
10. This left £8,500 unrestricted out of an overall balance of £12,469.
11. The school requested further picnic benches, the ones previously bought by the PTA are well used. The school asked for 8-10 more benches at a cost of around £80 each. The PTA are also waiting for costings for new books for the library. KM offered to provide some suggestions.

### After school clubs

12. Basketball awaiting confirmation for availability of the coach, craft club restarting.
13. Football P1 and P2 hoping to start next term, P3 needs a new coach, other year groups are going ahead.
14. French and Spanish will need a new tutor, following up with contacts.
15. Gymnastics, a new co-ordinator has been sourced and it was hoped that a new coach has been found.
16. Hockey, new coaches are required.
17. Recorder teacher has retired after 25 years, the PTA will give a gift and thank you card, so again a new teacher is required.
18. Some parents have commented on the cost of clubs, it may be worth promoting the work of the PTA and the fundraising that is done, particularly via the clubs to raise visibility of the PTA and benefits to the school.
19. The PTA considered action if parents don't pay and suggested that we could follow up via email to remind them to pay or understand if there were particular circumstances. It was noted that an email does get issued through Zero but the messaging could be reviewed, it was also noted that the school could confidentially consider any circumstances for individuals.
20. It was discussed whether the clubs take responsibility for children that do not attend in case parents were not aware, it does however take the coach away from running the club. If the club is directly after school then there could be a responsibility to the club, however, if there was a short gap between the school and the club then it was likely to be the parent's responsibility. It was suggested that co-ordinators could include messages to be clear that attendance at the club is the parent's responsibility.

### Fundraising

- Christmas cards



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21. The current co-ordinator will step down after this year so a volunteer to take over has been found who can shadow the process this year.

- **Autumn Fayre**

22. 29<sup>th</sup> October had been booked, but there was now a charge to access the games hall and there is a risk that the activities in that hall would not recoup the cost.
23. Hope to have a fire engine, it was suggested that fire helmets could be sold to raise funds.
24. The school agreed for some children to design a poster to promote the fayre, with the best of each class getting a prize.
25. Need first aiders, it was suggested that there may be some from either the primary or high school.
26. Stalls will include front desk, lucky numbers, raffle, guess the weight, café, tombola, games with the Scouts, sweetie count, tuck shop, bulb and plant stall, craft stall, felt bracelet making, gift stall, potential P7 stall (possibly guess the teddy's birthday), book and dvd stall, balloon pop, face painting, barrel of booze, potentially splat the teacher, water or wine, baking stall, teachers competition, toy stall, possibly the salon but noted that requires a lot of volunteers so best to keep it simple such as hair spraying and tattoos.
27. Other suggestions included a Fair Trade Stall and a jam & harvest stall, win a teddy stall.

- **Grand prize raffle**

28. LH agreed to take forward and tickets will be sold at the fayre.

### Matters arising

- **Roles to fill – gymnastics co-ordinator, football coaches, secretary, recorder teacher**

29. We are still looking for a new Secretary and there are some vacancies for club coaches and co-ordinators.

- **PTA meetings format**

30. The meetings will need to remain on Teams as it was not possible to secure Lets in the school after 6pm.

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



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27th September 2022  
4th 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

### AOB

31. The next meeting is on 27<sup>th</sup> September 2022.
32. Woodlands School raise funds from old pens so it was suggested that the school could support Woodlands with donations of old pens.
33. There had been a proposal for a taster session with a local dance school that PR will investigate further.
34. The Thrift Shop has a hold on donations due to the volume of existing stock. It would be helpful for the school to have uniforms put aside for age groups for the school to access for pupils that need it.



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### Actions log

Start	Referen	Action	Own	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	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	Sch o ol	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	C M / NR	CM still to send a list. School to email list of invoices for the CM
15/03/2022	2022/03	Follow up on a potential rugby club	LV	

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