



Minutes of Trinity Primary PSA (TPSA) Meeting

Where: 7pm in staff room

Date: 27 Feb 2019

Present

Yvonne Caplan, Ann Clouston, Ian Hamilton, Laura Lewis (Chair), Kirsty Martin, Laura McGadie, Jacqueline Scott, Ekta Sharma,

Apologies

Helena Lawrence, Clare Sharp

AGENDA TOPICS

PSA Positions Vacant

The numbers of people attending meetings and getting involved in organising activities has dropped. Clare Sharp and Bernie Regan are stepping down from their roles organising the Gymnastics and Football clubs respectively. No one identified as yet to take over from them.

Yvonne and Ann are making posters to advertise vacant roles.

Action for all: Continue promoting the roles through usual channels.

Lets update

There have been issues with use of the Academy for clubs, including a complaint about parents' use of space that hadn't been booked and clothes etc being left at the Academy after clubs.

The meeting agreed that the PSA clubs, and football and gym in particular, are an integral part of the school community, therefore we need to make them work at the Academy.

Jacqueline pointed out that there is a janitor in attendance at the Academy, not at TPS, therefore it is safer and more practical to hold lets there.

Helena recently met Ellie Bird (councillor) to discuss the allocation of the 35 free hours use of the school. She has not heard anything back yet.

Action for club coordinator/convenors: when booking clubs parents to be advised that when using the Academy they must be more accountable for their children and children's property. Also to let parents know what areas of the Academy they can use.

Action for Laura McGadie: Laura to organise a meeting with Trinity Academy office administrator to build relationship and find out what else we can do to help resolve issues.

Movie Night organisation



Agreed to sell tickets on Monday, Tuesday and Wednesday before the event, with limited quantity of tickets each day, to allow a fairer allocation of tickets.

Agreed to show How to Train your Dragon 2. Yvonne to obtain film licence.

£3 per ticket for children only, only Trinity Primary pupils to attend.

20 tickets to be given to the office for the school's family support worker to give out.

Discussed roles and food.

Meeting discussed keeping prices low enough to ensure the event is fair and accessible for all, while getting the right balance with alcohol pricing. A fair price for alcohol was discussed at the previous meeting.

Agreed to provide plenty of soft drink and alcohol-free alternatives.

It was noted that Jono, as the bar licence applicant and holder, has a role of considerable responsibility. Also City of Edinburgh licencing department may at some point stop issuing alcohol licences to schools.

Stalls will be: snacks and baking (together), hot food, bar. Agreed that hot drinks can be available on request at Movie Night. There won't be a separate stall.

May Fair – or not

The priority at this point in time is to start raffle coordination, as a lot of work goes into this in advance, as it is a big earner for TPSA.

Kirsan and Helena have agreed to work on this.

Agreed: Since there is a risk that the school, in particular the gym hall, will still be undergoing repair, decoration and electrical work, it was decided that the event in May will be smaller scale, based mainly in the front playground, and therefore not a traditional May Fair.

Instead the event will be smaller scale with a book theme, with a barbeque, book exchange and the raffle.

Noted that the raffle ticket will need redesigning.

Jacqueline reported that the school was unsuccessful in its bid for a grant for the outdoor library. Therefore the focus for fundraising will be the outdoor library.

Agreed: that TPSA will set up a Just Giving site for this cause, to be promoted alongside the May event.

Planning meeting for the May event to be arranged, likely at Laura L's house.

Laura McG to make relevant changes to the let for the day.

Action: inform Jono that there will not be a bar at the May event.

Noted that if parents miss the May Fair, this may encourage more volunteers to participate in TPSA in future.



Easter Party

Same format as previous years, egg hunt in front playground.

AOB

Jacqueline met with a p2 parent who is keen to run a music club, and is already doing so at two other primary schools in Edinburgh. Once we have information on costs and logistics, TPSA will make a decision on whether to take on management of it.

The meeting agreed to reimburse Annette Sheppard for expenses incurred as part of the marquee repairs.

Meeting closed.

Contact the TPSA
trinityprimarypsa@gmail.com
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