



Roseburn School Parent Partnership (RSPP) Meeting

Venue: Online via Microsoft Teams (link sent via ParentPay email)
Date: Wednesday 26 August 2026
Time: 8pm - 9pm

Agenda

1. Introduction – Chair

- a. Welcome, attendees and apologies.
- b. Approval of previous minutes.
- c. Actions from previous meeting:
 - School travel plan - Gail to send Natalie recent guidance. Parent Council contribution unclear; concerns about responsibility being shifted to schools/PCs.
 - Finance – Spending decisions to be finalized via Gail via WhatsApp vote once figures confirmed.
 - Co-chair decision - Gail to advertise the co-chair opportunity in minutes and allow time for reps to consider whether they agree and to co-chair.
 - Gail to circulate proposed dates – Wednesday 26 August 2026, AGM Tuesday 3 November 2026, Wednesday 13 January 2027, Tuesday 9 March 2027, and final meeting of school year on Wednesday 26 May 2027.
 - Reps – to promote survey for parents to fill in
 - Reps - to ask parents to read ParentPay emails - school is spending a lot of unnecessary time chasing up replies for school trips.
 - Gail to feed back to DDC and indicate that they should consult directly with the school on lets and capacities.

2. RSPP Business – Chair

- a. Possible use of funds for purchasing a Teams subscription
- b. Vacant positions - P6F rep (Maxine interim rep), secretary needed
- c. Headteacher transition – plan for after Natalie's retirement

3. Headteacher feedback - Natalie

- a. HT Report.
- b. Matters arising.

4. Parent forum feedback – Chair

- a. Matters arising from parent forum.
- b. Updates from wider Edinburgh parent engagement groups.

5. PTA Update – Jennifer

6. After School Committee Update

7. Active Schools Update

8. Council Update

9. AOB