

PTA meeting
Wednesday 18 November 2020

Present:

Bev Evans (BE) - chair
Colin Horsfield (CH) - Headteacher
Jo Hay (JH) - Year 1 teacher
Alix Morgan (AM)
Derek Morgan (DM)
Kelly Buckley (KB)
Sarah Stobbs (SM) – co-treasurer
Ron Townend (RT)
Phillippa Bates (PB) Yr 6 teacher
Karen Perry (KP) – secretary & minutes

Apologies:

Jo Hodge
Steve McCann
Kayleigh Syphas

1. Review of Events

Halloween Film night

BE said there had been a really good response to the film night. The following lessons were learned:

- Ensuring parents are paying into the bank account in a timely fashion using appropriate reference so that the payment can be matched to the child
- Parents to be really clear to the school regarding children that are staying for the film night and vice versa
- Charge for future film nights £5.00 per ticket.

The following for the Christmas film night:

- Tickets are sold much sooner, i.e. from next week at end of the school day and that payment is taken using the new card machine (izettle)
- Make a list of children attending with any food allergies (via online form completed by parents)
- Possibility of purchasing a second izettle machine.
- KB offered to drop the card machine to school for other PTA members to use. Someone will need to download the app to log it on – contactless payment via office window or take out onto school field.
- KB agreed to purchase a second card machine. £35.00 (this was the sale price. **ACTION: KB**
- KB suggested using ?Survey Monkey link to ask parents to complete to confirm their child's film night ticket, this would gather information electronically. BACS payment they would still need to match up names to payments.
- Derek Morgan offered to put a google form together with a link to be sent to parents. This would link the PTA google mail account. Google forms create a complete merged spreadsheet. **ACTION: DM & BE**
- Children were happy with popcorn and hot dog – no need for the sweets. Some teachers were not sure whether to give the sweets out to children in case teachers were not given permission by parents or if there were any allergies. **BE thinks sweets are a must! ☺**
- Suggestions so far for Christmas films were ; A Muppet Christmas Carol; Arthur Christmas

- BE suggested that the class could choose their own Christmas film. **ACTION: CH and teachers to see what film can be sourced and give them a choice.**
- Potential film night date is Thursday the 18th of December

2. IQ Christmas cards

Approx. £260 made in revenue – have been popular.

3. Mufti days – there will be two

Christmas jumpers on the day children are filming their songs. Every class is going to learn and film a Christmas song which will be loaded to Seesaw, on 14th. So the week before – Friday 11 December could be the Mufti day for wearing Christmas jumpers. **CH to confirm date**

The other mufti date is to be decided by the school.

Children to donate £1.00 to school, which will be collected in a bucket outside school building entrance.

BE asked KB to produce the posters to advertise the above. **ACTION: KB**

4. Jo & Phillipa – further fundraising ideas

Each child to make something in class, a **Christmas craft**, families to donate £3.00 each to go towards costs and the rest to PTA funds.

Grotto was so good, we need a **Santa!** Rules might be different by then? Santa will wear a mask. Or outside (whilst the movie night is happening) we organize a dressed up santa who might turn up and wave through the window. CH and team to discuss whether there was a viable option, given the current Covid restrictions. **ACTION: CH**

Post-christmas – unwanted Christmas presents – Parents to bring them to the school to donate them to be in a raffle in 2021 or sold on a toy stall at summer fair in 2021. We can store presents in PTA cupboard.

Or **donation of a stocking filler** – for parents to buy a gift/toy after school drop off in the morning. Logistics need to be thought about. After 2 Dec.

Poster – unwanted small gifts/toys for children that we will sell before Christmas for parents to buy at drop off. Date ? early December for toys to be donated and then two weeks later they can be sold. KB agreed to produce poster. **ACTION: KB**

CH will speak to new governor as she works for the Entertainer who might be able to donate toys. **ACTION: CH**

BE and KP to check PTA cupboard as there were still brand new donated toys that haven't been sold. **ACTION: BE & KP**

5. Other ideas

Donations from local businesses to make up a Christmas hamper (food & drink) to be raffled to parents etc. Volunteers who are willing to approach local businesses to ask for donations of something small for our hamper. For example; Kings Farm Shop; Dobbies Garden Centre, Budgens, Tescos. **Pls contact Bev direct with who you will approach.**

If we receive a lot of donations we can make up more than one hamper.

Virtual hamper raffle via email - £2.00 per entry. Enter via email contact details and email address, randomly pick the winner.

AOB

- BE Introduced Sarah as the new assistant treasurer.
- KB suggested adding a sheet to the parents new starter pack about the availability of second hand uniform, more advertising around the take back scheme – so that parents can donate uniform back.
- PTA has a google account – BE needs help with organising it. DM offered to help BE with this. **ACTION: BE & DM**
- CH – signatory account – CH to speak to Lynne Taberer re adding more people as signatories. **ACTION: CH**
- **School council** - Held back because we can't mix children but they are going to get chosen by the end of next week and hopefully normal activities will resume next year.