



PTA Meeting Minutes – 15/03/18

Date:	15 th March 2018
Venue:	The Cricketers Inn
In Attendance:	Louise Dennis, Rosie Campbell, Sarah Aldridge, Philippa Isherwood, Ella McCall, Alta Caroto, Leigh-Ann Herman, Louise Druce, Ciara Duffy, Sally Morgan, Georgina Treharne, Simon Day, Shelley Illingworth, Michelle Oliver, Laura Downton
Apologies:	Jon Tasch

Item	Subject	Action
1.	Welcome Louise Dennis welcomed attendees to the meeting.	
2.	Apologies Apologies received from Jon Tasch	
3.	Actions from last meeting Louise Dennis ran through the minutes from the last meeting. Louise Druce confirmed the Y1 Cushion Club date of 3/5/18 was fine with studio free and teachers/staff available to support.	Hannah Coxon
4.	Debrief of Cushion Clubs and Quiz night Louise Dennis updated the meeting that the PTA's current bank balance was a healthy £19,000. Louise Dennis thanked the team behind the quiz night which raised over £800. Suggestions for next year's quiz night included: -play music as people are coming in and during the break -produce a flyer and/or poster advertising the quiz -incentivise people to take part, perhaps with a prize for the most quiz-minded year group -consider some way of matching people to teams online, perhaps through PTA events -make clearer that people can book for a whole team on PTA events Louise Dennis updated that two cushion clubs had been held which raised £500 partly thanks to generous match funding. She thanked Hannah Coxon and Imogen Curran for running the clubs. Louise Druce suggested that for the youngest children, an option could be showing cartoons for about an hour instead of a feature-length film.	

<p>5.</p>	<p>Upcoming events</p> <p>1. <u>Easter Challenge</u></p> <p>Shelley Illingworth outlined how the event will work.</p> <p>There was a discussion about the need to put a call-out for volunteers as it can sometimes be difficult to get volunteers for this daytime event. This will be done through PTA Events.</p> <p>2. <u>Stay and Play</u></p> <p>There was a discussion about approaching local organisations known to the school to help eg Ezeesport and release volunteer time.</p> <p>Simon Day will contact Mrs Garner to talk about setting up the event.</p> <p>Louise Dennis said that this was the most difficult event last year for finding volunteers. This has led to us proposing certain events be supported by specific year groups. An option would be to allocate year groups an area within stay and play so volunteers can chat to their friends.</p> <p>There was a discussion about needing to ensure parents knew they were responsible for their children during stay and play.</p> <p>An issue which arose last year was highlighted - that Sunset children attending the event weren't able to get snacks and drinks from the stalls. Some volunteers ended up buying things for Sunset children so they didn't go without.</p> <p>There was a suggestion that parents be given the option of pre-ordering drinks/snacks for children at Sunset. Those names and orders would be added to a register to be held at the bar. The volunteers would be able to check what had been ordered for each Sunset child. This could potentially be done through Tucasi. Louise Druce to review options.</p> <p>3. Drama Bar</p> <p>Rosie Campbell, Simon Day, Ella McCall and Georgina Treharne volunteered to support this event. Louise thanks the volunteers and advised she would be in contact to confirm logistics.</p> <p>4. Outdoor Theatre</p> <p>Rosie Campbell will be wearing a marshal vest this year to help arrange seating etc following feedback from last year.</p> <p>Y3 and Y4 will be allocated to help run the bar. There was a discussion about how to reduce the queues that built up at the bar at key points during the event.</p> <p>It was suggested that comms around the event could point out that sound issues experienced last year had been looked into and dealt with.</p>	<p>Simon Day</p> <p>Louise Dennis</p> <p>Louise Druce</p> <p>Louise Dennis</p> <p>Kyley Chapman</p>
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	<p>5. Summer Fun Day</p> <p>The theme 'Best of British' was suggested to tie in with the royal wedding, world cup etc. Initial ideas for the event included pony rides, a carousel, bunting, a maypole, real ale and Pimms.</p> <p>Louise Dennis will hold a brainstorming evening with the fun day sub-team. Ciara Duffy kindly agreed to help co-ordinate the event this year.</p> <p>It was suggested that there should still be two volunteers on stalls at a time in case one is late but if two are not always needed, one could be moved elsewhere. Children could help out on stalls with their parents/carers.</p> <p>Louise Dennis said there would be more maps visible at the event so people know where to find stalls and games. Maps would also be emailed in advance.</p> <p>Tables will be left in situ in the right general area the day before because moving tables took up volunteer time last year prior to the event.</p>	<p>Louise Dennis</p> <p>Ciara Duffy</p> <p>Louise Dennis</p> <p>Louise Dennis / Ciara Duffy to liaise with Louise Druce</p>
<p>7.</p>	<p>Proposed new event for the Summer Term</p> <p><u>The Big Camp</u></p> <p>The proposal was for a night camping in the school grounds, for one year group initially (year two), plus siblings, to see how it goes. Two Y2 parents have stepped forward to run the event so it is proposed to run a pilot that could then be extended to other year groups, subject to volunteers. The proposed date is Saturday 9 June. There would be a certain number of pitches with a fixed ticket price to include a BBQ dinner. Louise Druce said year six had successfully run something similar previously.</p>	<p>Rosie Campbell to organize date to discuss with Mrs Druce</p>
<p>9</p>	<p>AOB</p> <p>It was suggested that there should be stronger links between the leads for events and class reps to help with passing on key information.</p> <p>There was also a suggestion that a short summary of points discussed at PTA meetings should be sent to class reps to share with parents/carers.</p> <p>Louise Dennis highlighted that she is due to finish her term as PTA chair in September and that a new chair will be needed. She said she would give whatever support is needed to the new chair. Jon Tasch is stepping down as treasurer so that post will also need to be filled.</p>	<p>Michelle Oliver</p>
<p>10.</p>	<p>Date of Next Meeting – Thursday 3rd May 2018 at Cricketers</p>	

