

Colwich PTFA Meeting Minutes

Date: 28.2.20 - 2pm

Location: School Staff Room

Present: Sarah Haenelt (Chair), Rachel Piper (Secretary), Emma Dawson (Treasurer), Alison De Ste Croix (Head Teacher), Nicola Benson, Donna Bolas-Burn, Lucy Ward, Helen Vines

Apologies:

Agenda:

1. Overview from last meeting/Approval of Minutes
 - Minutes approved apart from two points raised by Lucy:
 - Ms Deebank and Mr Watson wanted support from the PTFA to help advertise their new Amazon book scheme to the school, which they are ready to launch.
 - Regarding next year's PTFA, we hope new volunteers will join and expressions of interest have been expressed for the roles of Chair and Secretary. However no expressions of interest have been received for the role of Treasurer so far. Anyone interested in more information about the role are welcome to contact any member of the PTFA committee for more information.
2. Overview of last event - Friendship Disco (feedback, financial etc)
 - General feedback was that the disco was less of a squash this time and felt more comfortable. The amount of children attending was less than the Autumn disco, overall a profit of £792.62 was made.
 - Areas of concern include the increased number of children with mobile phones taking selfies and taking photos in the toilet area. Also there was googling of momo which was shown to other children and has caused knock on effects for children and parents after seeing this, the situation was handled but highlighted the need for strategic staffing to monitor areas such as the corridor/toilets.
 - It was agreed that mobile phones for children should be banned from parent accompanied events.
 - The concern about unaccompanied children to events was raised as there have been children who have arrived with no adult to accompany them. In the future Alison/Sarah should be alerted who will contact the parents to pick the child up.
 - Other feedback included more chairs in the bar area for parents to chat.
3. Current financial position and spending plans
 - Current financial position is £8300.00 as at the latest bank statement.

- Profit from the disco was £792.62, refreshments raised £16.40, non uniform day raised £139.40, Sale of santa hats £9.40
- We have also received a £50 voucher from Blakemores which can be used at the Spar off Green Lane Rugeley..
- Alison provided details of spending plans for 3 areas:
 - Subsidising school trips for each class, the bulk of cost for trips is the coach. 3 quotes are always gained for the coach and best value sort. A suggested contribution of £500 per class was discussed as well as explanation in letters home to document how much per pupil has been subsidised. The amount per pupil should be consistent per class.
 - 16 more laptops with a trolley totalling approx £4000. The WIFI system also needs upgrading which will come from school funds.
 - Forest school area and school garden. HS2 are coming in two weeks and donating plants. Potential costs for works to these areas could be £2000, however there could be potential for some parent volunteers to help with clearing work etc. Miss Wilde is Forest School trained and having an area which can offer support for outdoor crafts, survival skills and outdoor cooking would be ideal. There may be some parents with jobs in the garden landscaping and maintenance sector which may provide some useful contacts. The pond in the garden currently leaks and is needed for the science elements.
 - One suggestion was using some money for class resources, however Alison felt there should be enough in key stage budgets for this year
 - If Nicola can be made aware when work/items are brought/undertaken so that she can take photos for PR and updating parents.

4. Plan next events - Mother's Day / Easter Fair

- Mother's Day pop up shop - Currently 49 items wrapped by Donna with another 10 needing supplementary items. We had 100 gifts last year and used the Blakemore voucher to purchase items for both mothers day and the easter fair.
- If anyone on the committee sees any suitable items for approximately £1 then please purchase and claim back the money with a receipt. Also some plants can be brought nearer the time.
- A letter will be sent out to gain an idea of numbers.
- Feedback was received regarding parents receiving the letter having to sort out their own letter and money for the children - it was felt that the letter should remain the same.
- Classes come out one by one in the afternoon to choose a gift from 1.30pm onwards - 20th March. Set up will be just before.
- Easter Fair - A date of the 27th March was agreed, straight from school pick up.
- Playgroup will have a stall and the choir will also sing. Sarah to speak to Mrs Zoeflig regarding timings - potentially look to invite parents in just before pick to listen to the choir as issues last year with having microphone outside.

- Stalls will be: Tombola, bran tub, egg hunt, drinks and cakes, outside game, playgroup, guess the name or number,
- Also Kinder Egg rolling competition - children buy a kinder egg and put their name inside and roll them down a hill/slope. We could ask supermarkets to donate or see what offers we can find i.e co-op have 3 for £1.50.
- Donna offered to contact local supermarkets and has the letter to take from Christmas.
- Eggs for the hunt will be sourced by PTFA so that all eggs are the same size and quality. Last year non uniform day money was used to buy them but vouchers might cover some of this and Tesco have eggs for 75p currently. We will need someone on the gate that checks children have brought a ticket before going into the garden to find an egg so we don't run out when children have found an egg first before buying a ticket.
- Small eggs for lucky dip bran tub at 50p a go.
- Last year there was 73 eggs for the hunt, £70 made on lucky dip, £28 on face painting, £57 name the teddy, £65 cakes and drinks, £128 tombola, £86 raffle, £20 from egg and spoon race.

5. AOB

6. Next meeting Date

- TBC