



Minutes for 11<sup>th</sup> January 2018

1. Introductions/Apologies

Present: Maria, Michelle C, Clare, Tracey O, Mr Tumelty, Mandy, Laura, Isabelle,

Apologies: Michelle N, Zena, Sarah, Gemma, Sukyna, Tracey D, Sandra, Carley,

2. Minutes from the last meeting

3. Officer nominations: Secretary: Jo Shepherd, 100 club: Standing order people! St Dominics do Lottery- something to consider. Laura to investigate.

4. Feedback on:

**\*Christmas Fayre-**

-Thought reducing the raffle was a good idea- lots of amazing prizes, can they be distributed to other competitions i.e. cake competition/have different running raffles to maximise money made.

-School council enjoyed judging the cakes- need labelling better next year, Clear deadline date.- day before.

-Sarah Grotto: letters out 4 weeks before fayre, give 2 weeks to send in requests, tickets out 3-4 days before.

-Grotto organisation- Adults and children to be prepped before to ensure smooth running/maybe look at room organisation to allow all children to experience the middle section.

-Space in Yellow Hall- buggy park hasn't worked previously, Fayre was earlier so stage was out. Move out lots of the competitions in music room and replace with games stalls instead.

-Front door to be locked- Father Christmas to ring the bell to signify start to ensure all stalls are covered by an adult before people enter. Can staff arrive 10mins before so any illness/delays can be covered before people enter.

-Tombolas need to remain consistent until the end regardless of how many bottles are left. Look at how we ticket them i.e. 0 fizzy, 2, soft, ... Any leftovers could be donated to Woodley Food Bank or sold after school in a one off event.

-Outside advertising will not be necessary as the rooms are full already.

-Face painting- Laura to investigate face painter - cost, time per face. Maybe trial a booking system and charge slightly more.

-Children's hampers will be non-gender specific- just KS1 and KS2

-Amount made for stalls is not a realistic request. Next year ensure there is a feedback form to give a general idea of how the stall has run.

-Christmas trees. - trial next year a pre order/payment and collection date. Maria to organise with contact.

**\*Disco-**

-Children enjoyed choosing the songs. The DJ was excellent and cleared up well. Having the parents in the hall worked well- there was lots of dancing by all. KS2 choosing sweets took a little longer than anticipated but worked ok. Going home ran smoothly.

5. Future events:

• Spring term -

**\*Mother's day gifts room-** Catherine has in hand. Only concern was storage of items- linking to new shed request. For the moment school have a spare cupboard she can use to store items.

**\*Quiz night -14<sup>th</sup> March, All in hand**

**\*Discos- 23<sup>rd</sup> March.** Will run like the Christmas disco.

**\*Easter-** Michelle C to check dates to work out whether competitions can run.

**\*Film night** Friday 2<sup>nd</sup> Feb for film night. Children have chosen a selection of films. Subcommittee will meet to make final choice based on what we have available.

• Summer term -

**\*Family Fun Evening- 7<sup>th</sup> June-** open up to new members of school- send invitations. Michelle C and Maria to meet with Mrs Butler-Willis to discuss details and implications for teachers before next PTFA meeting and subcommittee group.

**\*Father's day gifts room-** Catherine has in hand with a team.

**\*Circus-** Sunday 24<sup>th</sup> June. What can we sell? Need to investigate what other schools have charges for tickets before coming up with a price. Need to design posters and advertise by end of March so that it can be opened up to other schools.

**\*Disco-** 6<sup>th</sup> July

**\*Trial 2 film nights.** KS1 in small hall and KS2 in large hall. Will discuss in subcommittee group potential pitfalls.

6. AOB -

**\*Computer suite upgrade** -The computers have been decided and will be order by the end of the week.

The aim is for them to be installed and fully operational by half term**\*Pagoda sale-** Did not discuss

**\*New Sheds-** Catherine is going to approach Woodleys for Sponsorship. Need to get cost of replacing shed- similar to Mr Tumelty's. Ask in Facebook groups for any parents who have a shed business/ can install.

**\*Pamper evening-** did not discuss

**\*Monthly cake sale** - Mrs Butler-Willis happy for this to take place- link with non-uniform sale. Will discuss at meeting with Maria and Michelle C.

**\*What is the PTFA funding this year?** PTFA are funding the ICT suite and trips. No large scale projects will take place for the next couple of years whilst funds are rebuilt. The £10,436 is made up of several contributions the PTFA are making to school:

- IT Suite - 7k
- Trip contribution - 2k
- Year 6 books - £480
- Bug Club - £906
- Ad hoc - £50 (items bought by school on PTFA's behalf - paper etc

7. Date of the next meeting : Thursday 10<sup>th</sup> May