

MINUTES OF PTA MEETING HELD ON TUESDAY, 11TH NOVEMBER 2009

Present: Rachel Adamson, Liz Christopher, Tina Eden, Mandy Fish, Luce Goulding, Jan King, Clare Woodgate

- 1 **Welcome** - RA welcomed everyone.
- 2 **Apologies** - Richard Blackmore (Head), Liz Sharon Evans, Lisa Fazal, Rebecca Morris
- 3 **Clerk for meeting** - TE agreed to take the minutes of the meeting.
- 4 **Terms Activities**

Christmas Bazaar

Toys for girls for the Christmas Bazaar were discussed. The cost to see Santa at Santa's Grotto will be £3 per child and the girls' toy, a cuddly toy reindeer, cost £1 each. The boys will be receiving cars which SE will buy. **Everyone in attendance agreed that the reindeer cuddly toy is satisfactory in light of the fact that the £3 covers the cost of the whole experience of seeing Santa, and in addition parents will also be receiving a 5x7 photo of their child with Santa.**

There are four vendor stalls confirmed for Christmas Bazaar.

MF invited everyone to her home on Wednesday 18th November at 1.00pm to do a massive sort and blitz to get items wrapped and in boxes for the Christmas Bazaar.

About moving children from classes to get ready for Christmas Bazaar CW from PTA hat said would rather not take £20 that it would be better just to move classrooms for the day.

On the 27th November there will be bottle collection in the playgrounds and it will be a non-uniform day. We will begin set up for the Bazaar at 1.00pm. Thursday night will be set up for Santa's Grotto in Mrs. Gardiner's old room. **JK will look into using that space or another.**

Mr. Parkes has agreed to be Santa. (He is Chelsea and Josh Parkes dad). He has sent in his CRB but it has not come back yet. We need a Santa suit. **It was agreed that RA would email other PTA contacts about going in together and buying a Santa suit. It was also agreed that CW would ask Mrs Dodds at the church about a Santa suit.**

The church choir will begin at 3.30pm. There will be a buggy park outside the computer lab area. Hot food and wine will be located in the little kitchen at the serving hatch.

Cake plates go out Friday, 20th November to be returned on Friday, 27th November. **It was agreed that labels would go on the plates "Please fill me with cakes". LG agreed to do this.**

Santa's Grotto was discussed. It will be located in Pam's old reading room. Decorating of the grotto was discussed and that the walls should be covered maybe using big white sheets. RM has offered a tree. We need fairy lights. Mrs King was mentioned by RA and that she always has a lovely display. **CW will ask Mrs. King about borrowing some of her lights.**

Kate Woodgate has agreed to do face painting if we buy face paints which are £10 then she will donate all of her fees to the PTA. She will charge £2.50 per child which is a whole face design. **RA agreed to ask Kate if she will do small designs as well for £1 (i.e. butterflies, etc.), even though Kate has previously said it is just as much effort to small designs as it is to do a whole face.**

There will also be temporary tattoos available.

It was suggested and agreed that entertainment be provided in the Santa's Grotto waiting. There will be a balloon man in the grotto waiting area.

LC brought up the topic of coat storage. JK mentioned that the big cloakroom to the left as you come in the entrance to the hall could be used.

RA confirmed that we have a PA system.

Coffee Events

RA reported that the coffee events have been very successful and that there are regularly 8-11 parents in attendance and many new faces that we do not see at evening PTA meetings. **It was decided that coffee events will continue with 10 sessions per term at two week intervals rotating mornings and afternoons.**

The FLO Coordinator attended a couple of coffee mornings (insert name please), gave an overview of her role within the school and parents found it very helpful and informative. **JK agreed to attend one coffee event in December and discuss SENCO. JK also agreed to write a few lines for the newsletter regarding this.**

RA also suggested we have other community members attend coffee meetings. For instance not many know that the fire brigade provides free smoke alarms and installation.

Website/Communications

51 parents signed up on the website to receive emails which is an **increase from ____** .

There has been some trouble with a few parents emailing to book appointments for their children to see Santa. **(Not clear if someone was going to run with this or not???)**

Spend and Earn. It was decided that this would be explained more fully at coffee mornings, possibly bringing along a laptop just to show how easy it is to use. Also, it would be mentioned that friends, family and teachers all can use Spend and Earn to earn money for PTA. It was also mentioned that if you type in www.owlsmoorpta.org.uk/shop you will be directed to Spend and Earn. Same idea for the

Christmas Bazaar but type in www.owlsmoorpta.org.uk/bazaar and you will be directed there. **CW agreed to mention Spend and Earn at the next staff meeting. TE agreed to update Facebook with a link to Spend and Earn.**

The PTA Facebook group was discussed. It was decided that there is duplication in having both the Facebook group and website. **All agreed that the Facebook group would be set up by TE to provide a link to the website, remove the ability to post except for administrators (TE, LC and RA) and would be made an open group.**

Parents Evening Creche

RA reported that the Creche from Parents Evening made £61.51.

Upcoming Pantomime

The pantomime this year will be held on 11th December at the school and it is "Robin Hood". KS1 will see the performance at 10.00am and KS2 at 1.00pm.

SENCO

JK said that she does not get £15 per term per teacher for SENCO (Special Education Needs Coordinator). **It was agreed by all that JK would receive £15 per term for SENCO.**

Next Meeting

In light of the success of the Coffee Events it was suggested that we schedule the next PTA meeting during the day. **It was agreed by all to schedule the next meeting for a Friday from 2.00pm-3.20pm.**

School Disco 20th November

We have enough volunteers. It would be nice to have a few others on reserve. There will be a chocolate bar discount. If a student brings a chocolate bar to school that morning or to the disco they will receive a discount of 50p. The chocolate bar must be 400g or larger. Students who bring the chocolate bar to school in the morning will be given a discount ticket to bring to the disco. The ticket will be A4 size stating 50p discount.

5 Communications - This was covered earlier in the meeting

6 School Commitments

CW has a list to give to RA regarding the visualisers that the teachers have requested for this year. CW will log it with Carol and when the teachers want to buy them the PTA will reimburse.

7 Website - This was covered earlier in the meeting

8 Coffee Events - This was covered earlier in the meeting

9 Shop and Earn - This was covered earlier in the meeting

10 Christmas Bazaar - This was covered earlier in the meeting

11 Christmas Float with Rotary

RA advised that the date of the Christmas Float with Rotary will be Thursday, 17th December at 6.00pm. We will meet at the school. We need to work out a route and we need helpers. Information will go out in upcoming newsletters and on the website. We will need 10 volunteers to help and walk with the float. The float will be the same night as Year 6 Disco (which they do themselves, no PTA involvement).

Full details from Neil will follow. JK said in the past volunteers who walked with the float knock on doors with buckets.

12 Any Other Business

RA suggested a joint effort with other local PTAs to do a cross school big social event. CW said that she had been planning a French/Spanish day at school on Bastille Day, 14th July 2010. RA suggested that maybe in conjunction with that we organise an International Night. JK is involved with a Nepalese dance group that are looking for places to perform. RA said we could look at a large venue and possibly do a summer ball at £25 per person possibly at the RMA with each school taking the money from ticket sales back to their own PTA with the money from the raffle being split. It would be a good way to build links in the community and with other schools. RA has already received a positive response from College Town and New Scotland Hill.

Someone suggested a film night. RA brought of copyright issues.

RA has ordered 10 "Organised Mum" calendars. They are 5 column calendars and could be sold to parents for £10.99.

RA requested that any under £5 recipes be sent to her for the newsletter.