

## PTFA Meeting 26<sup>th</sup> September 2018

### Attendees

Tasha McClune- Chairman  
Kate Quarry- Treasurer  
Amy King- Secretary  
Joanne Haywood- Secretary  
Susan Dougan  
Liane Lilbricht- Kazan  
Helen Watson  
Claire Attwood  
Emma Brinkworth

**Parent Representatives-** This year we would like to have 2 parent representatives per year group. List of Mums/Dads discussed, **Jo** to liaise and confirm if parents would be happy to help. The parent rep's would help to raise awareness, promote events and help sell raffle tickets.

### Communications

**Helen** will look at announcements to check they are working properly. Also, to look at members on Facebook Messenger to see if anyone is missing.

**Tasha** to look at a PTFA Newsletter to make parents aware of upcoming events, Dates for next meeting, and ask for volunteers.

**Tasha** to discuss the use of a white board or way to promote posters in the Juniors.

### Upcoming Events

**Bronze & Copper Challenge-** Date: 8<sup>th</sup> October- 16<sup>th</sup> November. Jars to be counted week comm 19<sup>th</sup> November and results announced 23<sup>rd</sup> November.

All children to bring in any change they have. The Class that collects the most will get rewarded with a tea party. Jars to be reused from last year. **Tasha** will look to put a flyer to go into the children's book bags next week and ask the teachers to promote it with the children in class.

**Halloween Raffle**- Date: 1<sup>st</sup>- 31<sup>st</sup> October.

**Kate** to organise raffle prizes and a flyer to go in the children's school bags. The children will be able to buy raffle tickets for 20p from the school office during the month of October. The draw date is to be confirmed.

**Curry and Quiz night** – Date Friday 9<sup>th</sup> November 7:30- 10:30pm. Tickets to be brought from school office for £7.50 each. Tables of 6-8 people

Curry- **Tasha** to speak with Anna to discuss her making a curry for approx 100. Mandy also mentioned her neighbour being able to help.

Quiz- **Ben Haywood** to write and be quiz master on the night.

**Amy** to organise drinks for the night.

**Jo to ask** Caroline Lyons if she would be able to help with a Poster and ticket for the night.

Prizes- **Amy** to organise Beer for the winners and **Jo** to organise wooden spoon for the losers. One of us to ask **Di Duxbury** if we can borrow her trophy.

**Christmas Fayre** – Date: Friday 30<sup>th</sup> November 3:15pm onwards.

**Sue** to coordinate event with help. Sue has organised Elsa (Enchanted story book parties to come along for free. She will have a table and do pictures, nail painting for a small fee.

Santa Grotto- **Mr Van den Broek** is looking into arranging a Santa. **Helen** to borrow Christmas decorations. **Kelly Scutt** to organise the grotto presents. Grotto to be set up the day before Thursday 29<sup>th</sup> November. Children will be able book to see Santa with Jane at the school office.

**Kate** and **Sue** to look at floor plan and organise external stall holders for a fee of £10. The stall holders will be based in the hall due to security. **Jo & Sue** to speak with local stall holders at the farmers market.

**Craft's – Sue** to organise 3 crafts for the children. Ideas are to decorate a snow flake, decorate a Christmas biscuit and use the cups from last year. This would need 1 or 2 adults per table to help the children.

**Activities/ Games for the children-** Sue to liaise with the Teachers to organise games for the children.

**Café/Cake/Crepe Stall-** To sell Tea, Coffee, Hot chocolate and cakes to parents and children. We would need 2/3 volunteers to help with this.

**BBQ –** Outside selling hot dogs and bacon rolls. To be manned by Steve and Ben (Sue and Jo's husbands) if a food safety certificate can be obtained.

**Snow – Tasha** to see if we can get some snow again this year from her contact.

Flood light needed for outside as feedback was that last year it was too dark

**Buy a Christmas present for a family member-** December TBC **Claire & Emma** to look through presents from last year and source new presents. We are looking at around 400 presents 200 Male/200 Female. Children will be able to buy tickets from the school office for £2.50 each to buy/pick a present for a family member. The presents will be wrapped, and they will be able to write a label themselves.

### **Meeting Dates:**

Wed 14<sup>th</sup> November- Wrapping night 7pm onwards to wrap presents for Santa's grotto, and presents for the children to buy.

Next PTA Meeting - To be confirmed by Sue. It will be sometime in October before the Quiz night.

### **2019 Events discussed**

**Swish Evening** – Friday 8<sup>th</sup> February **Helen** to organise.

**Rags to Riches collection**– 28<sup>th</sup> February

