

PTFA Meeting Minutes

Meeting on Monday 25th September 2017 at 19:45 at Katharine Dank's home.

1. Introduction and Apologies:

Meg Saunders, Kirsty Thornton, Louise Hamilton, Donna Franklin, Katharine Danks, Louise Banning, Anna Ward, Bex Cole, and Claire McGill. Apologies from Clare Lowe and Bernadette Fowler.

2. Communication between PTFA, Headteacher and teachers:

MG and DF have spoken with the Headteacher regarding there being a particular teacher that is the link between the PTFA and the school. We have also expressed that a wish list is put together for the projects/items we will be funding this year. There will be a school meeting with teachers on Wednesday 4th October where this will be discussed. All projects/items will need to be priced.

3. Planned Events for this term:

Swallows Cake Sale: Friday 13th October

(Possibly also sell glow paint for the Halloween disco.)

Halloween Disco

- Potential dates in order 29.10.17/ 19.10.2017 / 30.10.2017
- MG will check availability at the village Hall and also contact Johnny regarding the Disco.
- LB will contact Jeff at Morrisons regarding Pizza/Popcorn
- DF will look into Glow Paint
- Check Shed for decorations
- Tickets to be priced at £3 per child/ £2 per adult
- MS will organise poster, invites and tickets.
- DF will make some Halloween cupcakes

Design your own Christmas card

- KT, AW, BC, CM will look into this.
- Possibility is the school fundraising company (order before 6th Nov, complete designs by 13th Nov)

Non-Uniform day – Bring Chocolates for Tombola – 10th November

Donation week for the Christmas Fayre: 20th-24th November

- Donations of Teddies, Secret Santa Gifts and Bottles

Bring donations of Cakes for the Christmas Fayre: 1st December

Christmas Fayre; Saturday 2nd December 2pm-5pm

- KT to contact/ arrange Santa

- MS will contact previous stall holders /6-8 stalls £10 each
- LB will ask about the boys choir.
- AW will look into having a face painter
- Year 6 to organise Games
- Chocolate Tombola/ Teddy Tombola / Bottle Tombola
- Craft Room to include Gingerbread decorating
KD, DF, LH to bake Gingerbread
DF to look into making Christmas decorations (sand art?)
- Reindeer food/ Mistletoe
- Raffle Prizes: KD will forward the letter used for asking for Raffle Prizes. All involved will try to get amazing raffle prizes. We will create a list of people we have asked to make sure we are not asking the same people twice.

KS1 Christmas Story Night: Tuesday 12th December

- 5:30-6:30pm
- Children come in their PJ's; Story telling, hot chocolate, marshmallows, shortbread biscuits.

4. Possible Events for next year

- Art Gallery in January, to include drinks, cakes and pictures in frames to be purchased.
- Matchbox challenge
- Spring Hanging Baskets
- Fathers day Men shed workshop?
- A Spectacular Summer Picnic with Disco/ Magic show 06.07.2018?

5. Spending Plans

- Money raised from the Summer Spectacular 2017 were intended towards improving the outdoor woodland classroom. DF and MS will chase information for this to ensure this moves forward.
- We would like to use some of the money in memory of Max that can be used in a way that would advance the children's education. We will discuss this with the school/ Max's family.
- The teachers have started a wish list which includes; a new sound system, an interactive pen for the hall board, play staging, washing line and phonics resources, carpet in swallows, a reading café, a spring writing project (priced at £50,) and a fence outside Robins class to stop the foliage coming through, possibly with chalk boards attached.
- MS and DF will check if there are any other wish items to add to this list and get prices for the necessary projects/ items.

6. Date of next meeting: Thursday 12th October at 7:45 at Donna Franklins home.

7. Meeting close: 22:30