

Minutes from PTA meeting

11th October 2024

At Bathpool Inn

Attended – Claire U, Hayley, Tracy, Jess, Lisa L, Michelle, Lisa S

Apologies – Helen, Claire M, Kelly, Amy, Jenna, Natalie

1. Sports Kit – we agreed to purchasing the new sport kits so this needs to be paid. **Agreed**
2. KS1 Shed – we agreed a while ago to pay for a new shed for KS1 playground. Helen had a quote and it was £1300. **All agreed, Hayley to investigate getting a bit of discount for us.**
3. Helens list - at the AGM Helen gave us list of things the school might need financial help with over this academic year.
 - Oxford Read books £2000 – good target amount for us as a PTA for the Christmas fair.
 - School trips/coaching costs – Tracy has asked for a list of all the planned school trips for the academic year so we know a rough figure can see how we can help. School to look into spreading these trips out through out the year rather than all in the summer to help spread the cost for parents with more than one child in the school.
4. Wreath making – still got 13 places available. **Claire to do a push on social media.** Feed back was that it's quite expensive and because we were asked to do our own booking this year (last year the participants booked through the actual florist) people have had to pay a few pounds more due to our booking fees on the pta-events payment platform.
5. Christmas Fair – going to use the 2022 layout for more flow.
 - Need to start advertising the grotto soon, no prebooking this year. **Jess to enquire with the school how many dairy free children there are as a rough guide for how many dairy free selection boxes we need to buy.** We will use coloured bands that we already have for time slots on the day. Hayley, Claire M & Lisa S to be on the grotto.
 - Raffle/silent action – almost got all the prizes in now, we have quite a lot this year. **Tracy and Jess to organise the final bits and create the display boards for the silent auction.** Natalie and Michelle on this stall.

- Christmas clothing – we've got quite a lot of Christmas clothing already but going to another shout out to parents for anymore they have at home. **Jess to put a donation box in the reception area in the office. Claire to do social media post about it.** We need to source a clothes rail for some of these items to make them easier to see. All items to be £1 each. Lisa L to do this stall.
- Clout the sprout - **Jenna to update/decorate our game for this.**
- Guess how many presents are in Santa's sack – Claire taking a lead on this and is wrapping lots of boxes ready to use. The sack is slightly clear, but we need smaller boxes to put the number of presents inside up. Going to give the people playing number options to buy as one of them will be the correct number.
- Facebook – going to an advent calendar style countdown to our event, with each day giving s bit of information about a particular stall and revealing some of prizes we have got for our raffle. **Claire/Tracy to do this.**
- Cake stall/Tuck shop – **Jess to check in the shed if we still have forks and plates for the cakes.** Amy and Jenna to do this stall.
- Tombolas – non uniform donation day for our tombola is booked in the school diary for the 8th of November. **Jess to check our stock of raffle ticket stubs and order more if needed.** Jess to do bottle tombola and Kelly to do chocolate tombola.
- Volunteers – **Jess to contact our bank of volunteers to see who can help on the day.**

Next meeting: 22nd November 2024 at the Bathpool Inn