

## **PTFA Meeting**

**Friday 06<sup>th</sup> October 2017 - 13.30 to 15.00**

### **Present:**

Rowan Carver  
Lucy Daniels  
Helen Healey  
Sarah Hougham  
Anna Morgan  
Helen Richardson  
Petra Stewart  
Sarah Williams  
Trevor Williams

### **School Uniform:**

We have had several emails from parents in huge support for keeping the uniform with Clubsport (local business and helpful staff) rather than moving suppliers (to Tesco), so we want to clarify that the Tesco uniform will just be an option for parents. Those parents wishing to stick with a local business can continue to use Clubsport.

We will need to speak to Clubsport to let them know our plan, as this may well affect the number of orders being placed with Clubsport so they may not want to order as many items in to stock. We will also need to confirm with them whether or not we can still have the same discount as the price we currently get is based on exclusivity.

We want to make it clear to parents that the choice is theirs.

### **Book Sale:**

***(To confirm this is a separate event to the new book sale that is taking place at the school on 03.11.17)***

Being held 14.10.17 at Goodrich Village Hall

Manpower is needed both on the evening before with set up and on the day of the sale.

We ideally need the use of a truck to cart the books from Marstow to Goodrich Village Hall on 13.10.17 and any that are not sold back again on 14.10.17 - HR has truck available that can be used on these dates.

Any book donations greatly appreciated.

### **Halloween Spooky Disco:**

#### **Times:**

Have changed the time this year (in previous years was 6-8pm) this year will be 5.30-7.30pm

#### **Music:**

We were unable to book a DJ this year so have had to pay a bit more and go for Endless Entertainment but we think this will result in a fantastic evening for both children and parents alike, not only do they provide the music but they are going to give the hall a UV makeover - glow in the dark style! There will also be

games with prizes to keep the kids entertained and a chance for a UV makeover for the kids should they wish.

**Pumpkin carving:**

Happy to do the pumpkin carving competition again but need to remind parents to take their pumpkins home at the end of the night. Will also remind parents when we do the raffle at the end of the night to please take pumpkins home!

**Prices:**

To cover the cost we will have to increase some of the prices, however still going to be very reasonable:

Entrance fee - £2 per person

Hot dogs - £1.50

Chips -£1

Glow rings and bracelets – 50p

Obviously families can eat before attending if they would rather.

**Donations and help needed:**

We desperately need chocolate donations for the chocolate tombola – need to prepare a letter to the parents to ask for these and raffle prizes.

More support is needed with helping to clean and tidy up after the party.

**Food:**

The rolls need to be booked in Morrisons the day before the party – 130 rolls needed / chips / pre-chopped frozen onions / tomato ketchup

PS is going to take on the responsibility of ordering and collecting the food – RC to email Petra to confirm amounts purchased last year.

Squash is already at school available – all other drinks will be through the bar

**Roles:**

1. Front door – Sarah Hougham
2. Chocolate Tombola – Lucy Daniels
3. Purchasing the food – Petra Stewart
4. Popcorn – Jed, Jeremy and Darryl
5. Raffle – Petra Stewart
6. Bar – Richard Mutlow
7. Spooky boxes – Amelie Carver

**Bingo:**

Date set for 17<sup>th</sup> November

Could do non-school uniform day – bring a prize instead of paying to wear non-school uniform – the prizes can be the bingo prizes. SW to speak to Mrs Miles to check this is ok to do.

Last year left over prizes were used for Christmas raffle.

**Christmas Pantomime:**

Previously had the panto company come to us but some of the parents weren't impressed with the performance in the last few years. Too late to book this for this year anyway.

The cost of a coach trip to attend a Christmas panto per child may mean it is not viable as want all children to be able to attend.

SW found cheapest alternative last year was Tewkesbury Roses Theatre – not too far either. (This year they are doing Sleeping Beauty).

SW will speak to Mrs Miles regarding this and if authorised will look into costs.

### **Christmas Fayre:**

Once SW has spoken to Mrs Miles to find out if Christmas panto is happening, we can finalise the Christmas Fayre date – although looking like Friday 08<sup>th</sup> December.

On the day of the Christmas Fayre could do a non-school uniform day – not fair to charge as doing prize donation one for Bingo night a few weeks before – but could just do wear Christmas/own clothes to get in the Christmas spirit on the day of the fayre? Better to say Christmas/own clothes rather than Christmas jumper as those who haven't got Christmas jumpers cost of buying them would be a pain! SW to speak to Mrs Miles and set date if authorised.

### **Film club:**

Next film club planned for Tuesday 12.12.17 - £2 per child again – hoping to show Nativity as suitable for all ages.

### **Mathletics:**

The cost versus the benefit makes this unlikely to continue when renewal is up in December, so the money could possibly go towards a Christmas pantomime trip.

### **Class Representative:**

A suggestion to have a class rep – a parent representative for each class that you can go to with ideas, someone who is responsible for coordinating the class responsibilities for school events. This can be someone who isn't able to attend regular PTFA meetings but wants to get involved and help out. Hopefully this will help to expand the group of parents helping out.

### **Social Media:**

It may be a good idea to set up a whatsapp group for each class (parents) or renew and update the PTFA facebook page more regularly to encourage communication between parents who may be willing to help with events.

### **PTFA help and support needed:**

We need more people to help with the PTFA – there are not many of us, two of us attended the meeting with (sometimes screaming!) young babies and one of us is heavily pregnant but we are here doing it for the school – for our children, so we just want to encourage anyone who has any time (no matter how little), or any ideas, to get involved!

We want people to know, the roles of the PTFA board have now been established, anyone who just wants to help out on a less-pressurised or low-key basis is more than welcome to join us whenever they can – these events don't run themselves and without the funding the PTFA raises our children miss out.

### **White board outside:**

We hope that the white board outside the school will be a good reminder to parents of what is going on and how they can get involved.

### **Next PTFA Meeting:**

Wednesday 8<sup>th</sup> November 13.30 at the school

### **Actions:**

#### **Spooky Disco:**

1. Signs to advertise Spooky Disco
2. SW to find out how much (if any) discount we could get at Ross Labels on sausages / HH to find out how much (if any) discount we could get at Monmouth butchers on sausages (for Spooky Disco hotdogs)
3. Rowan to email Petra to confirm amounts of food ordered last year for Spooky disco
4. Petra to order rolls and collect food for Spooky Disco (SW / HH to confirm sausage situation!)
5. HR to compose letter to parents regarding Spooky disco bits and bobs:
  - a. Chocolate donations for chocolate tombola desperately needed – didn't receive any last donations last year. Maybe a way of doing this would be to staple a paper plate to the letter and ask children to bring some chocolate back on the plate for us to use in the tombola?
  - b. Raffle prizes needed – fab donations last year, much appreciated
  - c. Costume competition - prize for best dressed adult and best dressed child
  - d. Pumpkin carving competition - please take your pumpkins home with you
  - e. Any help on the night and after the party to help clear up would be much appreciated

#### **Other:**

6. HR to compose letter to parents regarding class representative
7. SW to speak to Mrs Miles about if we were to hold the PTFA meeting in the morning after school drop off, are there any days we could use the school for this?
8. If given go-ahead for non-school uniform in exchange for bingo raffle prizes – (SW to confirm once spoken to Mrs Miles and arranged date) HR to prepare letter about the bingo night (planned for 17.11.17).
9. SW to speak to Mrs Miles about non-school uniform (Christmas clothes) – no charge on day of Christmas fayre – possibly 08.12.17.
10. SW to speak to Mrs Miles regarding arranging a Christmas panto trip (and if it's a possibility look in to costs of).