

PTA Meeting - 7 March 2024

Present:

KG	JO	CW
MH	LT	CW
HL	DT	

Apologies:

TP	LP
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Action

Welcome, Roles and Responsibilities

JO welcomed everyone to the meeting and thanked them for attending.

We are keen to relaunch the PTA so that parents'/carers have a more proactive role both with bringing ideas to the table and to take the lead to plan and organise events/fundraising activities. School representative will continue to work closely with the PTA and act as a link to parents.

In addition we would welcome volunteers to take on the roles of Chair, Treasurer and Secretary as these posts are currently vacant. See useful links for more information.

It was suggested that consideration be given to a recruitment drive to encourage more people to become involved, from engaging with social media activity, attending PTA Meetings through to volunteering at events or coordinating events. Even donating preloved items, raffle prizes or suggesting brilliant ideas are ways of getting involved.

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There was a general discussion about what has worked well and not so well in the past.

Worked Well:

- Disco
- Film Night
- Summer/Christmas/Eid Fairs
- Raffles
- Sponsored sports event
- Non-uniform Day
- Book Sale
- Henna Tattoos

Not So Well:

- Table Top Sale
- Fashion Show

Upcoming Fundraising Activities

Disco - the school disco is usually a success in terms of fundraising. We have two Discos planned for this half term (KS2 - Wednesday 20th March, FS & KS1 - Wednesday 27th March). Information will be sent to parents' shortly, [PTA volunteers to help serve refreshments to the children on the day would be welcomed.](#)

PTA

Raffle - a raffle is always a good fundraiser. We have an Easter Art activity with parent' planned for this half term (27th March 2024). Information will be sent to parents' shortly, [PTA volunteers help to source raffle prizes would be welcomed.](#)

PTA

Future Ideas

Ice Lolly Sales - should we consider selling ice lollies/ice poles to the children on special occasions during the summer. They are relatively cheap to buy and would make a quick win fundraising activity. It works well in other schools.

Ice Cream Sales - DT offered to bring their ice cream van in to school, the school would receive 15% of any sales. The van could be made available on a weekly or monthly basis and for events such as the Summer Fair, Book Reads/Book Looks with parents/carers, Easter Craft, Disco's, Sponsored Sports Day (on 12th June), Year 6 Performance, Year 6 Leavers Picnic, end of year class treat days etc). It was agreed that this was a good idea, [KG to feedback to school staff to identify which events and book the ice cream van as needed.](#)

KG

Refreshment Sales - Other refreshments could also be sold at events such as Parents' Evening, Pre-Loved Uniform Sales, Book Sales. [KG to feedback to school staff to identify which events and liaise with the PTA as needed.](#)

KG

Clothes Swap Event - There was a general discussion about potential clothes swap (bring 5 items) event with refreshment sales. Idea to be developed.

Events for parents/carers - There was a general discussion about potential events for parents/carers and/or families, including a Barbeque, Quiz Night. Ideas to be considered and developed.

PTA

Directory – It was suggested that we try to get together a Directory of skills/resources that our parents/carers have and could potentially help us with, for example:

- a parent has a small business that might be able to donate a raffle prize
- a carer has skills that could help the school, such as carpentry skills to build a bird table for the pond area or erect a small fence inside the school grounds
- a parent that works for a business that offers match funding and is able to volunteer at an event and claim the funding

Summer Fair (28th June 2024 – 3.30 – 5.00pm)

Now is the time to be thinking about the Summer Fair, on the TO DO List includes:

PTA/
school

- what stalls we plan to put on (1st draft sign up sheet enclosed, it has subsequently been circulated to school staff to encourage staff to sign up)
- agree a floor plan ahead of the day and have it displayed to help with set up on the day
- invite external stall holders (*evidence of food hygiene certificate will be required for external stallholders*)
- contact local businesses and individuals to ask for raffle prize/stall prize donations and/or support (*including match funding*)
- post information and donation please on social media (eg, Facebook, Arnold Community page). [KG to forward sample template letters etc to CW.](#)
- Volunteers may be needed to collect donations that have been offered please. Thank you to everyone that volunteered.
- complete a stock take of prizes etc we have
- decide what items need to be purchased and who will purchase them (eg *100 lollies needed for the Lucky Lollies stall*)
- establish how many (if any) gazebos school have and how many are needed for the Summer Fair (to make stall holders mor comfortable in the heat)
- source some bunting and table coverings

There was discussion about refreshment sales at the Summer Fair and that in the past hotdogs have been sold from the kitchen hatch. It was noted that the kitchen area is under the control of the County Council and we are not able to use it without their permission. School to establish whether, or not, it will be possible to use the facilities for hot food at the Summer Fair.

School

Any Other Business

It was agreed that a PTA WhatsApp Group be set up.

MH

KG thanked everyone for attending and for their contributions to the meeting.

Date of Next Meeting

- 30th April 2024 at 9.00am (staff room)
- 10th June 2024 at 9.00am (staff room)

Useful links:

<https://educationhub.blog.gov.uk/2021/06/24/what-do-ptas-do-and-why-should-you-join-one-pta-members-answer-your-questions/>

<https://www.parentkind.org.uk/assets/resources/30771-Why-a-PTA-matters-Nov-2023.pdf>

<https://www.pta.co.uk/pta/media/762-PTA-Summer-Fair-Checklist-download.pdf>

<https://content.yudu.com/web/3z42w/0A43t9q/PTAMagazineSpring24/html/index.html>