



Biggleswade Academy
Parent, Teacher and Friends Association (PTFA)
Parentkind Membership No. 18518
Registered Charity No. 1089374



Date: Monday 27th April 2026

Time: 8 PM - 8:30 PM

Location: Virtual

Attendees:

Louise Farman (Chair)	Amanda Wilson (Vice Chair)	Amy Hills (Treasurer)
Ellen Robson (Secretary)		

Matters arising (just one topic discussed):

- Fund 'raisin' event
 - Reception – Y6
 - Dates: Friday (parent email Friday before). Raisins out on the penultimate Thursday. Messages out all week / SLT assembly. Due back in – first week back, Wednesday 3rd June 2026.
 - AH to forward leaflet wording. ER to sort leaflet / parent letter and get scheduled.
 - Desk monitor to count printed leaflets
 - Event added to MS briefing / pupil notes. ER to sort.
 - Reward: prizes with no costs – extra playtime / skip the lunch queue / packet of sweets / ice lollies / film afternoon / soak the teacher/SLT? for the winning year group.
- Ice lolly sales
 - Ideas / do's and don'ts for ice lolly sales – field, quad, areas to avoid?
 - Ad-hoc logistics – a few days' notice, how to advertise?
 - Cool box / bag? Donations – newsletter / Facebook page?

Upcoming events:

- Father's Day stall dates: WC 15/06/26
- Show bar: show bar (ice lollies)

Treasurer's comments:

- Mother's Day event - £1,086.01 in profit!!
- Spring Disco's - £820.10 in profit!!

AOB:

- LKS2 / UKS2 experience days? LM /LN. ER to reach out and discuss.
- Elf costume returned – DB. ER to email DB to return.
- Funding requests – PTFA have raised money, send any requests to Sam S, we are here to help. ER to discuss with MS (MS to add to briefing / email for all staff)

Next meeting date: Thursday 21st May 2026

END OF FORMAL MEETING.