***Lytham St. Annes High School -***

***Parents, Teachers and Friends Association Meeting 7 October 2021 School Library***

1. **Members Present**

Ray Baker, Lyndsey Walsh, Jo Millar, Su Hauff, Amber Taylor, Justine Allen, Joanne Burr, Charlotte Craig, Katharine McDonnell,Sally Westworth. New member Sally was welcomed.

**Apologies**

Sali Windsor, Fiona McGill, Joanne Allitt and Becky Dunk.

**2. Minutes of the previous meeting**

Approved as an accurate record.

**3. Action Plan**

|  |  | **ACTION BY** |
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| a | **Head Teacher’s Forum**  Lyndsey advised that the next round of Co-Op community funding would be in the Spring and Tesco Blue Coins would be opening soon for applications. Mr Baker was asked if the school had a particular project the PTFA could focus its efforts for the coming year.  Mr Baker advised he would give some thought and consult with staff about potential projects.  He thanked the PTFA for their ongoing work and the invaluable support to the school. | **Mr Baker** |
| b | **Finance Update**  Su advised there was £7,011.24 in the account, with a steady small income each month from the Lottery, Easyfundraising and Amazon Smile.  It was agreed to promote all three fundraising streams as part of awareness raising of the work of the PTFA. | **PTFA members** |
| c | **Fundraising Events/Ideas**  A number of ideas for events were discussed.  Christmas Market Coach trip to Manchester. Depending on cost and availability, a decision to arrange the trip would be made at the November meeting.  Year 7 LSA Bake-Off - Two teams of Year 7 pupils to have a Bake-Off style competition. Parents to be invited to view the competition from the hall. PTFA to provide refreshments.  Quiz night, possibly in February at Fylde Rugby Club.  Ceilidh possibly instead of a ball, possibly in March. A deposit had been paid to a band pre-COVID. Need to check if the band was still available.Ceilidh could also be held at the Rugby Club as LSA was forming a partnership with the club.  A comedy night, fun run and auctioneer event were also discussed. Prices/costs of a comedy night were to be explored.  Provision of refreshments, by the PTFA, at school events, with no fixed pricing but on a donation basis, were to be adopted going forward. The example of providing mince pies and mulled wine at the Christmas Music concert were mentioned. However due to the building work and ongoing concerns regarding the pandemic, no school events were currently planned. | **Lyndsey to contact coach company**  **Mr Baker to check for dates for Bake-Off**  **Becky Dunk to be contacted re deposit**  **Lyndsey/Katharine to create a provisional calendar of events for next meeting.** |
| d | **Awareness raising of the PTFA**  In the absence of school events, the need to raise awareness of the PTFA was discussed. A MyEd message with links to the lottery, Easyfundraising/Amazon Smile and planned fundraising events was agreed.  A skills survey was also discussed. It was acknowledged that some parents were able to commit to regular meetings or help with fundraising but parents could help in other ways. It was agreed a SurveyMonkey would be written and sent with the MyEd message. | **Joanne Burr to draft the survey.** |
| e | **Uniform**  Mr Baker thanked the PTFA for their help with the provision of second hand and nearly new uniform. He mentioned that shoes were needed.  It was discussed that a drop-off point could be arranged at each PTFA event, also the need to raise awareness of being able to drop-off uniform at the school office.  Development of an ‘order form’ for nearly new uniform was also discussed. |  |

**Any Other Business**

There was no other business on this occasion.

**Date & Time of Next Meeting**

**The next meeting is scheduled for 11 November at 7pm in the School Library. All welcome.**

December meeting would be held off-site at either the Blossoms or Fairhaven pub on Thursday 2 December at 7pm.

Meeting closed at 8.45pm