Wellfield Infant and Nursery School PTA Meeting

Thursday 16th May 2024 *Teams Meeting* | *Meeting called to order by* Erin Jones
Minutes prepared by Emily Aaron

In Attendance

Erin Jones (Chair), Emily Aaron (Secretary), Rose Fairclough (Deputy Headteacher), Sarah Partington (committee member), Helen Eaton (committee member), Jo Taylor (committee member)

Apologies:

Sarah Lyall (Treasurer), Cathy Graham (Headteacher), Kirsty Plant (committee member), Jess Moore (committee member)

1. Welcome and apologies

Meeting opened by Erin.

2. Minutes from previous meeting

Read by Emily. No matters arising.

3. Finance Update

Finance details given by Erin. The current balance is £10,581. Quiz and Curry night raised £427, the disco raised roughly £1500 and the Smarties Challenge £164. PTA paid for new choir t-shirts which have arrived and were gratefully received. Books for Year 2 leavers will be purchased.

Action needed:

- *School to send invoice for books.*

4. Pledged funds

£1000 in funds are available for the bubble tube for the Sensory room whenever it is needed. £440 has been pledged for year 2 coaches. £645 has been pledged for a shed.

PTA currently has £7500 of spendable funds. This is £2500 of the amount needed for the shed, but this will be achievable soon.

Action needed:

- *School to send the invoice for the bubble tube*
- *School to send the invoice for the year 2 coach.*

5. Sponsored Run

Jo Taylor updated on progress. £1,105 has been raised so far with another week to go. Thanks was given to Jo for this fantastic achievement and for all of her hard work motivating and organising the team. Rose suggested a link to be sent out on SeeSaw and an email to encourage further sponsorship.

Action needed:

- *PTA to schedule the remaining social media posts*
- *PTA to send the link to Rose to share on Seesaw.*

6. Summer Fair

The stalls that we had last year were outlined and feedback was asked for. In general it was agreed that there were lots of queues for the games and that it would be better with more volunteers.

It was also discussed that the gates will need to be manned as last year parents were entering too early.

Ideas for new games were suggested as a "spin the wheel – win a prize every time" type game, and possibly a large inflatable dart board.

Donations will be asked for on the day for the cake stalls, tombola, books and toys.. These will be as follows:

Nursery – Cakes

Reception – Bottles

Year 1 – Cakes

Year 2 – Chocolate

Action needed:

- *Rose to ask staff for volunteers*
- *PTA to ask for general volunteers*
- *PTA to research the giant target dart board*
- *PTA to research the spin the wheel game.*

7. Summer Raffle

Joint event with Juniors. We are hoping to put tickets on sale (online) on Monday 17th June, with a draw date of Friday 5th July.

Local businesses to be approached to ask for donations of prizes.

A non-uniform day will be held on Friday 14th June in exchange for donations of prizes for hampers/money for vouchers.

Nursery – Biscuits

Reception – Chocolate

Year One – Bottles

Year Two – Scented candles

Also suggest an alternative of donating money to put towards vouchers from local businesses.

The PTA can use the POD to make hampers on Friday 14th June (AM) and there should be space to store them under the stage in school.

Action needed:

- *Liaise with Juniors PTA to discuss dates, non-uniform day and hamper donations*
- *Contact businesses to ask for donations.*
- *Set up raffle online*
- *Get volunteers to make hampers*
- *Share information about non-uniform day with parents*

8. Community Food Event

All agreed that this is a great idea but may not be successful if held on 22nd June as this is the day before Ashton Park picnic. It was suggested that early September might be a good time.

Action needed:

- *PTA to liaise with FOW about this.*
- *Date to be arranged between both schools and PTAs.*

9. Other Fundraising Ideas

Ice lolly sales – This year will limit to sunny Fridays and will sell from the Year 2 playground again.

Possible end of term tuck shop on Friday 24th May.

Tea-towels - This could be possibly be done for Year 2 leavers. We need to find out how long the process would take.

The postponed Book Event with Jo G will be followed up and should take place next year.

Rose suggested a Beauty event (these have been held in the past) as a joint event with the Juniors. This could incorporate the sustainable fashion event that has also been mentioned.

Action needed:

- *PTA to organise ice lolly sales.*
- *Research tea towels*
- *Set a date for the book event.*
- *Research a beauty event.*
- *Ask for volunteers for tuck shop and ice lolly sales.*

10. PTA Shed

Funds are available. Ian has sent details of a shed. Waiting for school approval.

Action needed:

- *School to send invoice and order the shed.*

11 AOB

The PTA section of the school website will be updated by the end of June with ratified policies.

It would be good to have a PTA presence at the New Nursery and Reception Parents Welcome Evenings (Thursday 20th June, and Tuesday 2nd July)

Action needed:

- *Erin to email school with changes for the school website.*
- *PTA to arrange a member to be present at the welcome evenings.*

13 Next Meeting

Monday 17th June at 8pm.