Wellfield Infant and Nursery School PTA Meeting

Date | time Thursday 14th September 2023, 8pm on MS Teams | *Meeting called to order by* Erin Jones
Minutes prepared by Sarah Lyall

In Attendance

Sarah Lyall (Treasurer), Erin Jones (Secretary), Rose Fairclough (Deputy Headteacher), Helen Eaton (PTA committee), Dinesh Kumar (Parent), Ange De Fouw (Teacher)

Apologies:

Cathy Graham (Headteacher), Emily Aaron (Parent), Jo Taylor (Chair), Jessica Moore (Parent), Jo Gray (Parent), Kirsty Plant (Parent)

1. Welcome and apologies

Apologies from those above and thank you to those who joined and for the summer fair and everyone who volunteered and took part.

2. Minutes from previous meeting

Erin outlined the minutes from the last meeting, no further comments were made.

3. Finance update

We have £3862.95 in the account currently. £500 was paid out today for the reception playground sandpit.

4. New members

We have received resignation from Kate Pooley and Chloe Harrison. Jo Taylor wishes to resign from the role as chair but will remain a PTA member. Jess and Emily plan to join as members and Emily is interested in taking on the role as secretary with Erin moving into the position of chair, all to be discussed at the AGM.

We are hoping to get as many new members as possible. All that we are looking for in Committee Members are people who are willing to get involved in organising and running events, and are available to attend most PTA meetings.

Dinesh and his wife have expressed an interest in joining the PTA.

5. Fundraising target for this year

School would like a new reception veranda. The company has been in touch but no quotes have come in so far. This is being chased up. School may be able to draw down on some funding for this. This project can have an extended time frame. It would be great to have the veranda for the wet and hot weather.

School would also like the PTA to consider contributing funding towards the following for the Sensory room in the SSC

- Water bed – The SSC has a water bed which split not so long ago, the insurance paid £1700. A new bed is £2800
- The bubble tube is also broken – £2800

PTA are to discuss how much we can contribute towards the sensory room. We would ideally need to see some quotes for the water bed and bubble tube to do this.

School plan to let us know how much they'd like us to contribute towards the veranda once they have received quotes.

6. PTA Shed/Shed for caretaker equipment.

The PTA are unable to keep items and perishables in a shed, but Ian has expressed interest in keeping chemicals and machinery in a shed. Cathy was wondering where to put it. Potentially outside the brick store to have 2 units that can be used as a store for either the PTA or for the grounds team.

School to speak to Ian to consider how this could work.

7. Events for the Autumn term

- **New parents' morning** – **29th September** coffee Macmillan morning – PTA to have a table at the event. 9am until 11am.
  PTA to ensure there are enough volunteers to man this stall.
- **International Day** – Pushed to the spring term – **17th May** has been suggested as a date.
- **Halloween Disco** – School have suggested not to do a Halloween disco but instead do a Spring disco like last year. We're unable to find a good date for the Halloween disco this year.
- **Quiz and Curry Night** – **24th November** is suggested as a potential date. Week beginning 13th is parents evening. The juniors are keen to do joint events and we were wondering if this is one. School suggested using a "speed quizzing app" to run the quiz.
  PTA to speak to Friends of Wellfield Juniors about whether they would like to run this as a joint event.
  PTA to speak to Paul Wellings about the curry.
- **Reading/Book Evening** – Pushed to the spring term, or to be completed as a small event straight after school. World Book day is at the beginning of March and it would link with that.
  Rose to speak to Cathy about a potential date this half term and next half term.
- **Christmas Disco** – **8th December** suggested, to avoid clashing with the Juniors Disco and events in school.
  PTA to start arranging volunteers.

- **Christmas Raffle/Hampers** – The juniors want to do joint raffle, we were to suggest that they do a Christmas raffle and we do a summer raffle. We are happy to still do hampers and do a non-uniform day in exchange for donations – **1st December** suggested as a date and then donations can be sent in and hampers made and tickets sold.
  Volunteers will need to be found to store the hampers.
- **Other Event Ideas:**
  - Spring Disco – 15th March is the date suggested.
  - Kids Christmas Movie or spooky movie night – popcorn, tuck shop with drinks and crisps, bring a cushion etc maybe do it a year group at a time. Date to be confirmed – 19th October suggested. We would probably need to sell tickets for this event.
    School to look at whether we would need a licence to do this.
  - Halloween costume sale – 6th October 2023
    PTA to speak to the Juniors about donating costumes so that there are more for the year 2s to chose from.
  - April sponsored event – sponsored wake and shake – no date suggested yet
  - Easter Smartie tubes – We are happy to do it again this year, works well with Easter, we'll stick with what we did last year
  - Summer Fair – 5th July suggested date

8. Joint events with Friends of Wellfield Juniors

Matt Cook wants to do a joint summer fair and raffle. We're not keen on the joint summer fair option because we think it will hit our profits. They are doing a summer fair on a Saturday and a Christmas fair.

We think they would like to do the quiz and curry night as a combined event. We would also like to discuss how best to run the raffles over the two PTAs.

PTA to discuss joint events with Friends of Wellfield Juniors

9. AGM

Date needed for the AGM. It's going to be kept online due to making it easy for people to attend. Thursday 12th October at 8pm has been suggested for this.

PTA to confirm with school and publicise

10. AOB

- Rent out Halloween costumes – we discussed selling second hand Christmas jumpers and Halloween outfits again. There isn't room to store the costumes as rental items, however a second hand sale is fine.
- Newsletter to be produced now we have dates
- Christmas artwork fundraiser – School is ok for it to take place and only the pupils that are interested in it take part. We can put it in bags to take home, not to be done in school. They could receive over half term.
  PTA to look into which companies are best to use for this.

11. Date of next meeting

12th October 2023 at 8pm