

Five Ways Primary School PTFA meeting

Tuesday 23rd September 2014

KS1 Staffroom

Present: Neil Dalby, Nell Pursehouse, Helen Phillips, Jo Burton, Mrs Sawyer (teacher rep), Emma Wedge, Sarah Edgar, Holly Horton, Carolyn Griffiths, Luke Boswell, Leanne Morgan, Mel Perks, Chris James, Kirsty Guest, Sally Tolley, Annette Read, Julie Cooke, Leanne Tolley

Apologies – Sarah Sprason

Special thanks go to those that brought in cakes!

Actions are in **Bold**

1. **Welcome to new & existing Parents** – a warm welcome was extended to all the new faces and current PTFA members explained their roles and reasons for getting involved in the PTFA. Fantastic to see so many!
2. **PTFA presentation** – Helen Pursehouse gave an overview presentation of the work done by the PTFA and answered questions arising.

Normal Business

3. **Treasurers report** – Sarah Sprason was unable to attend the meeting but had provided a full report at the last meeting (see Minutes 9 Sept). SS is currently preparing the end of year accounts ready for independent verification. The accounts will be presented at the AGM.
4. **Wish list** – Mrs Fuller was able to present the school's wish list, in order of priority and costings, where available.
 - i. **Outside Gym equipment** - £4,500 – already committed to and being sourced.
 - ii. **iPads** - £5,000 – 5/6 for each classroom
 - iii. **Interactive Whiteboard** for the Music Room – school is awaiting quote
 - iv. **Curriculum Grant** - additional funding for curriculum changes and to fund resources for every subject – no costings as yet have been provided
 - v. **Year Group Allocation of Funds** - £1,600 (i.e. £200 per year group) already committed for Art Enrichment Day
 - vi. **PHSE (Personal, Health & Social Education)** – to fund work books for example on personal safety, cyber bullying, world awareness etc
 - vii. **Wi-Fi** – for Key Stage 1 area - awaiting costings from supplier

5. Autumn Term Events - organisation & planning

- **Christmas Cards project** – Sarah Edgar is leading. Volunteers to input the orders have already been arranged (SE and EW). Early Years classes will be designing their card in class during school time, all other years will be doing theirs at home. The deadline for returning the completed templates is 29th September. The proofs for all cards should be issued before the October half term break, with an order deadline of 7th November. **Action: SE**
- **AGM** – 7th October – All welcome! AGM letter together with Committee Member nomination forms and agenda have been emailed out already.
- **Bag2School** – 20th/21st October – Volunteers are needed on the day to take in donations before and after school for 15-20 minutes. A few selected yr 6 pupils will help move the donations to storage area. Leigh-Anne Mills and Kirsty Guest volunteered to arrange the distribution of the bags. **Action: LM/ KG**
- **Xmas Bingo** – 5th December – Neil Dalby has spoke to Justin who provides the jacket potatoes and he is happy to provide as long as he isn't already booked that date. Neil to confirm. **Action: ND**. Mrs Sawyer to confirm if there could be a non-uniform day at the end of the half term for the chocolate donations. PTFA are pushing for this as they feel more donations come in if there is 'something in return' for the pupils i.e. a non-uniform day. **Action: Mrs Sawyer**
- **Christmas parties** – Wednesday 17th December – Michaela Kerr to lead. Held on a Wednesday this year NOT Thursday as is the previous norm. Nursery and Reception parties will be held during the school day and Year 1 and above will be held after school. Leanne Tolley and Leigh-Anne Mills volunteered to help with the daytime parties. More volunteers needed!
- **Bodyguard Theatre Trip** - 30th April 2015 @ Wolverhampton Grand Theatre (booking & payment before Dec) – age guide for this event is 11+ so aimed at parents. Luke Boswell to ask his neighbour who owns Majestic Coaches if a discount on coach bookings can be given. **Action: LB**

6. AOB

- **School Meals** – (this part was conducted earlier in the meeting as Julie had to leave early). Julie Cooke, Lunchtime & Kitchen Supervisor, attended the meeting to give an overview of the new school meals service and to answer any questions. Approximately 310 – 320 hot dinners are being served each day (up from 120). Feedback has been positive. A number of issues and questions were addressed by both Julie and Mrs Sawyer.
- **Fashion Show & Clothes Sale** – Helen Phillips has tentatively booked 19th June with Fashion Show North West who ran a similar event at St Joseph's R.C Primary School last year.

7. Next meeting

AGM - Tuesday 7th October 2014, 7.00pm in KS1 Staff Room