

Notes of St Andrew's Church of England Primary School

Parent Teacher and Friends Association (PTFA)

Committee Meeting (AGM)

Monday 17th September 2018

Attendees

- Karen Yates (Chair)
- Donna Madden (Treasurer)
- Derek Samuel (Secretary)
- Damian Marsh (School Representative)
- Trudy Hamilton (School Representative)
- Kirsty Pearson
- Donna Wood
- Chrissy Round
- Amy Nicholson
- Zoey Forrester
- Shelley Brealley
- Charlotte Hardie
- Elizabeth Clark
- Emma Finnerty
- Sue Jackson
- Lynsey Russell
- Rebecca Lathwood
- Dan Mirabatur

Item	Discussion Notes	Actions
1	Apologies (Received) <ul style="list-style-type: none">• Rachel Mangas (Vice Chair)• Sigrid van den Brand• Rebecca Kenny• Wendy Paylor	
2	Fund Raising Update (2017/18)	
	DMadd advised the group that the PTFA had raised £16,000 in total. The group discussed applying for funding from the National Lottery . D Marsh agreed to discuss this funding opportunity with one of the Governors, who was a professional bid writer.	DMarsh
	DMadd agreed to look into Tesco's Community Fund, as the PTFA is eligible to apply on behalf of the school. Funding could be used to	DMadd

	reinstate the outdoor garden area or some other early years initiative. DMadd agreed to investigate the Co-op Local Community Fund too.	
3	Events Calendar	
	<ul style="list-style-type: none"> • Reception Welcome Party – Thursday 18th October 2018, 1630 – 1830 <ul style="list-style-type: none"> ○ An invitation will be extended to all Reception children and parent/carers ○ Drinks and snacks will be provided but a contribution pot will be put out, as opposed to selling drinks, which would require a temporary licence ○ Reception Teachers will be invited (Nicola Moore, Jill Hatcliffe and Claire Smith) • Christmas Fair – Friday 7th December 2018 <ul style="list-style-type: none"> ○ Details to follow • Film Night (Key Stage 2) - TBC <ul style="list-style-type: none"> ○ Suggested to hold this event near Christmas, to allow parents the opportunity do Christmas shopping, etc ○ Proposed duration: 2 hours • Valentine's Disco (Key Stage 2) – Thursday 14th February 2019, 1700 – 2000 <ul style="list-style-type: none"> ○ The four year groups in Key Stage 2 will be split as follows: <ul style="list-style-type: none"> ▪ Years 3 and 4: 1700 – 1830 ▪ Years 5 and 6: 1830 – 2000 ○ Parents attending the PTFA meeting agreed to recruit and organise volunteers ○ Ticket price will include drink and snacks <p>The group agreed to ask Rachel Mangas to publicise the events on Facebook, and explore the possibility for creating a newsfeed the week before each event.</p> <p>It was proposed that external suppliers could be used for PTFA events and fayres, to reduce reliance on volunteers, but it was noted that this approach would significantly increase costs and reduce the amount of funds raised.</p>	RMangas
4	Spending Ideas	
	The following ideas were discussed for the spending the PTFA raised funds:	

	<ul style="list-style-type: none"> Playground marking – Dmarsh has sought a quote from one supplier (ESP) for the removal of the old markings and application of the new markings. <ul style="list-style-type: none"> It was suggested that the school council could choose from a list of options. Decorative Planting around the school Giving each class a specified budget to spend on what they want e.g. toys, games PTFA already pays for the school's text messaging service (c. £800 p.a.), which could continue Outdoor garden area 	
5	PTFA Annual General Meeting and Constitution	
	<p>It was agreed to move the Annual General Meeting (AGM) and annual PTFA nominations for the constitutional roles (Chair, Vice-Chair, Treasurer and Secretary) to January 2019, to allow new parents the opportunity to become familiarised with the work of the PTFA between September – December 2018 before the AGM and nominations in January 2019.</p>	
6	Any other business	
	<p><u>Coding Opportunity</u></p> <p>Elizabeth Clark briefed the group on available coding sessions for students, which would teach them to create basic algorithms. The introductory sessions would allow students to learn about coding in a non-threatening environment (e.g. within school). EC advised that Barclays (Bury) is at the forefront of a national Digital Skills initiative – Digital Futures.</p> <p>DMarsh advised that coding had been part of the school curriculum since 2014, and years 1-6 are introduced to coding by an external company.</p> <p>It was agreed to gauge interest in introductory session for parents first, before offering any additional training to students.</p> <p>EC to liaise with DMarsh directly.</p>	EC
7	Date of the next committee meeting	
	<p>Christmas Fair Planning Meeting</p> <ul style="list-style-type: none"> Location: The Major Pub, Ramsbottom Date: Tuesday 2nd October 2018 Time: 7.30pm 	