

Telford Infant School

Parent Teacher Association Minutes

Head Teacher: Sian Oustayiannis **Chair:** Ellie Hutchinson **Co-Secretaries:** Lynsey Brannan & Claire Revell

Treasurer: Jared Davies and Tabitha Averis **Fair Co-ordinators:** Katy Morris, Laura Heathfield and Frances Hope

Date – 03.10.2019

Present

Louise Roberts, Claire Revell, Natalie Corcoran, Lynsey Brannan, Sian Oustayiannis, Ellie Hutchinson, Sarah Bates, Faye Owen, Victoria Longthorne, Vanessa May, Laura Armstrong, Katy Morris, Tabitha Averis, Marc Carpenter, Laura Heathfield, Adele Carter, Susannah Atkinson, Frances Hopes, Jemma Roud, Helen Leavitt and Sue Penton.

Apologies

Laura Avery, Katherine Watson, Hannah Buist, Caroline Ellison, Jared Davies, Kirsten-Lee Davies and Rosetta Rizzo.

1. Update from the Head

Same as AGM;

Mrs Oustayiannis wanted to agree with everything the Chair said and give her own huge thank you for all the hard work from the PTA. She is extremely proud of the PTA and really appreciates all that we provide in terms of equipment and resources. The C-boards and the iPads are really good quality and much better than the resource the school had previously, so thank you so much. It is also so lovely to see all the happy children and the memories they have of all the fun activities like the sponsored bounce, present rooms, etc. A particular highlight for Mrs Oustayiannis was seeing the teachers dressed up as elves at the Christmas fair.

A special thank you to Natalie for all her help and hard work as Chair over the years. Natalie has been a fantastic Chair and has really helped make the PTA such a well organised and successful team.

2. Review from last meeting

- Father's Day room – all went well and the bagging of the presents into classes helped as it saved time and also meant each class had the same choice of gifts.
- Summer Fair – The summer fair was a huge success. The gazebos have seen better days and we need to invest in some new ones before the Christmas fair. The BBQ needed to go on earlier as food wasn't ready at the start of the fair. It helped making up burgers and hotdogs as soon as they were ready and then just giving them out when asked, rather than trying to cater for each order as people asked. The ice creams were popular but they did melt very quickly. It was discussed that next year we might need to enquire into a van coming into school instead.
- Year 2 Leavers Disco – the year 2's really enjoyed their disco and the mugs went down well as the gift from the PTA.
- New reception sessions – the evening session had the right number of helpers and only needed a few to serve tea and coffee. The afternoon session only had two helpers and we definitely could have done with some more.
- Sports Day – the coffee van didn't work very well as the weather was so hot and the van was cash only.
- Telford Top Up – needs another push as Year 2 parents have left and new Reception parents have joined. Fliers were included in the new starter pack but parents said they were missed with all the other information. Viv is looking into setting up parentpay as an option for payment.

- New fundraising ideas
 - Small Businesses events evening
 - Murder mystery night – see if we have any contact with Cubbington Players
 - Open air film night
 - Family bingo and games night.
 - Horse race night
- Events 2019/2020
 - Bags to School – Lynsey to speak to Emily/Edwina to confirm
 - Quiz – 15th or 22nd November dependant on Polly
 - Christmas Fair – 6th December, 5.30 to 7.30pm
 - Christmas party - Thursday 19th Dec, helpers needed from 1pm
 - Mother's Day – Friday 20th March, morning
 - Easter Egg Hunt – to think about other options/ideas
 - Sports Day – Friday 22nd May, AM year 1 and 2, PM Reception
 - Father's Day – Friday 19th June, morning
 - New parents evening – Monday 22nd June, 6pm
 - Summer Fair – Saturday 27th June, 12 to 2pm
 - Story afternoon – Thursday 2nd July, 2pm setup
 - Leavers disco – Wednesday 15th July

3. **Bank signatories**

Bank signatories have to be amended as a number of committee members have left. Helen is going to organise completing all the forms and the following people will be the new signatories;

- Ellie Hutchinson
- Katy Morris
- Adele Carter
- Sian Oustayiannis
- Jenna MacFarlane

4. **2nd Hand Uniform Sale**

The next sale will be Friday 18th October. Claire and Lynsey will do a shout out for more donations and sort through what comes in.

5. **PTA newsletter**

Katy is going to produce the next newsletter with content provided by Ellie and photographs by Sian. Frances is going to take over looking at the Twitter account.

6. **AOB**

- Plastic cups – The PTA are keen to try and use less plastic and therefore have discussed the viability of buying some reusable plastic cups. Cups will be potentially be bought from Ikea but we will look into other options as well.
- Valentines Disco – a disco for the children was suggested and the best time of year was decided to be February. The Valentines Disco will be Thursday 13th February at 4pm if we can book the DJ that early. Lynsey to book DJ.
- PA system – look into the cost of buying a new PA system for events such as the quiz, fairs, etc.

7. **Date of next meeting**

Thursday 23rd January at 7pm