

PTA Meeting 22/11/23 via Teams – Attendance – Ryta, Clare Henry, Francesco Baldini, , Joanna Pilarczyk, Miss Cockburn, Sofia, Sanita.
Apologies –David Nicholls and Mrs Thomson

Agenda Item	Update	Action
Introductions and previous meeting minutes	Approved	School staff to add past minutes to website
Treasurer's report	David will share	
Winter Fayre	<p>Date 2nd December</p> <p>Things generally progressing well.</p> <p>10 stall holders. Other activities going on so was hard to recruit.</p> <p>No access to the kitchen</p> <p>Bouncy castle on gym hall. Ryta and others will manage it. They need to figure out the queuing system. 5 kids each castle. Separate younger and older kids. 10 mins slot with 5-6 minutes jumping time.</p> <p>3 face painters + glitter tattoos also planned</p> <p>Santa sorted + food bank donation</p> <p>Photo booth created by Joanna</p> <p>PTA decoration stall – Sofia in charge. Will be mostly from families. Natasha also helping. This stall could go in 1st class or main hall.</p> <p>Toys and books. Some clash with P7 toys at school, whatever is not sold at the P7 event will be sold at the Christmas Market. Free stalls for p7s will be provided so they can raise money for their trip.</p> <p>8-10 good value vouchers gathered which will be used for the silent auction. In the main hall 1 table will sell raffle and 1 will sell silent auction. Auction prizes will be shared by email after the stall and people allowed to bid until Tuesday 5th or Wed 6th Dec. Person who checks email for auction should not bid for integrity. Discussion that this could take significant time and could be worked out after the fair. Silent auction could also be proposed over the year.</p> <p>Raffle will be a single price with smaller and higher prizes together. Cost to be decided – usually its £1 per strip. Name and contact of person needs to be recorded for each ticket.</p>	<p>Kasia Kerry Sanita and Alison will organise auction.</p> <p>Clare will liase with David for floats.</p>

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	<p>Suggestion to have a list of prizes shared in paper.</p> <p>Access to school on Friday should for organisation. Mrs Cockburn suggested classes could be available from 3.20 onwards, but school needs to know in advance which ones are needed to allow staff to remove their resources/children's work etc. 3 classes probably needed. Access to the Assembly hall is not available as the Afterschool Care have a let. School available for 'free' until 6pm, so earlier start is convenient. Let booked from 11am on Sat, so some time on Sat for organisation before start is also available.</p>	
Winter Cards	£875.88 made for school.	Francesco will try earlier to get higher commission, but seems very difficult
School requests	<p>Panto – total cost £1800. Agreed to be fully funded.</p> <p>Discussion on making flyers to explain what PTA does and what is funded.</p>	Francesco will make and print the flyers.
AOB	<p>Discussed a sponsored post for Facebook and/or Kelvindale watch.</p> <p>Next meeting date 24th January 2023 7:30pm online. Meeting after January will be decided if hybrid or only online.</p>	