

PTFA/School Meeting

Date: 06/09/24

Location: St David's



Attendees		
Siân Lawless Mrs Morteo		
Ongoing initiatives	Owner	Due date
<ul style="list-style-type: none"> Dragon Bags – clothes bank in School Car Park – managed by PTFA. Asda Cashpot – 2 month initiative, SL has registered the school as a known cause and posted on the PTFA Socia Media pages. EasyFundraising – this needs re-advertising across parents. Party Pack – reusable cups, plates etc available for hire. Second-hand uniform – more uniform has been donated and PTFA will arrange a uniform giveaway towards the end of September. <p>Action: SL to speak to Rev. Angela re. Church outreach option as we hold a lot of surplus uniform.</p>	SL	30/09/24
Disco		
<p>Halloween/Spooky themed discos to be held in school hall on 17th October. N - Y2: 3.30pm - 4.30pm (adult to attend) Y3 - Y6: 5pm – 6pm (drop off, teachers present) DJ Stubbsy has been booked since the meeting. Tuckshop selling sweets, crisps, cakes, glowsticks etc.</p> <p>Action: SL to communicate and liaise with Mrs Sharp re. putting tickets on ParentPay.</p>	SL	20/09/24
Non-Uniform days	Owner	Due date
<p>Plan is to hold a non-uniform day once a term – on the last Friday before half term (25/10/24, 21/02/25, 23/05/25). The first one on 25th October will be a Stationery Amnesty.</p> <p>Action: SL to speak to Mrs Sharp to confirm what each class will be required to donate.</p>	SL	04/10/24
Panto Visit		
M & M Theatrical Company have been booked for 22/11/24 – PTFA to cover costs.		
Christmas events		
<ul style="list-style-type: none"> Christmas Card packs have been ordered and Michelle Davies will liaise with school re. the completion etc. Christmas Fayre will take place in the Village Hall on 30th November 3pm – 7pm and the PTFA will have a stall selling Christmas decorations made by the pupils. <p>Action: SL to ask Mrs Jones if the Choir will perform.</p> <p>Action: SL to arrange pupil decorations.</p> <ul style="list-style-type: none"> Christmas Hamper Raffle – PTFA will ask for donations for items to create hampers and send tickets home in school bags/have tickets on sale at fayre/concerts and look to do the draw in the last concert. PTFA will sell refreshments before/during each Christmas concert. 	SL SL	30/09/24 25/10/24
Spending		
<ul style="list-style-type: none"> Each class to receive £100 from the PTFA for classroom provisions. <p>Action: SL to speak to Mrs Sharp to arrange transfer.</p> <ul style="list-style-type: none"> Playtime equipment is required. <p>Action: Mrs Morteo to price up the desired equipment.</p>	SL BM	13/09/24 30/09/24

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<ul style="list-style-type: none"> Breakfast club resources are required. PTFA will transfer £100 towards these. <p>Action: SL to speak to Mrs Sharp to arrange transfer.</p>	SL	13/09/24
<ul style="list-style-type: none"> New projector for the school hall is required. Depending on costs PTFA may be able to fund. <p>Action: Mrs Morteo to get quotes.</p>	BM	25/10/24
<ul style="list-style-type: none"> School have been quoted £1,500 to redesign the website. Depending on costs PTFA may be able to fund. <p>Action: Mrs Morteo to get costs for ongoing maintenance/subscriptions.</p>	BM	25/10/24
Communications		
<ul style="list-style-type: none"> Mrs Morteo plans to send out a weekly communication to all parents, PTFA can have a section in there as and when required. PTFA need to communicate the AGM date 21 days in advance of meeting. <p>Action: SL to send content to Mrs Sharp including Autumn events.</p> <ul style="list-style-type: none"> Weekly reminders on PTFA social media pages to continue. 	SL	11/09/24
AOB		
<ul style="list-style-type: none"> Mrs Morteo asked if Governing body/wider school updates could be shared in PTFA meetings as required. Also question raised over holding AGM in School hall including school tour on 2nd October. <p>Action: SL to confirm with PTFA committee.</p>	SL	11/09/24
<ul style="list-style-type: none"> Mrs Morteo asked whether PTFA organise parent social events and events such as a music night. <p>Action: SL to take to next meeting for discussion.</p> <ul style="list-style-type: none"> PTFA will be storing more boxes in the PTFA cupboard in the school hall. Due to the change in design for the outdoor area, the PTFA funding of £10k is no longer required. 	SL	02/10/24

Date	Event	Time
End of Sep	Uniform Giveaway	3pm – 3.30pm
17/10/24	Disco	3.30pm – 4.30pm 5pm – 6pm
25/10/24	Non-Uniform Day – Stationery Amnesty	All day
22/11/24	Panto	TBC
30/11/24	Christmas Fayre	3pm – 7pm
December TBC	Christmas Concert Refreshments / Hamper Raffle	TBC