

## PTA Committee meeting - Thursday 6 October 2016

**Attendees:** Jen Ingham, Lara Stokes, Ruth Dorso, Lisa Guppy, Emma Dadson, Jo Reeder, Irene Conway, Kelly Brain, Karen May

### 1. Email

We discussed the emails being sent by the school. The emails are sent by:

[noreply@rmintegris.com](mailto:noreply@rmintegris.com) It is not clear that it is being sent by the school as it doesn't refer to the School Office.

In addition, parents are getting multiple emails. Suggestion, perhaps change "sender" or "reply" so that it shows [office@philandjim.org.uk](mailto:office@philandjim.org.uk)

**Action:** *Karen will follow up to check instructions for sending out emails and change sender.*

### 2. Pink courtyard

We discussed exactly what is required for pink courtyard. The teachers have had a meeting. Some of the ideas include:

- Put staging on top of brick garden area - with some bushes still.
- Include access to use under the staging for storage. Possibly excavating underneath.
- "Skirt" area to be stairs which can double as seating.
- Multi-sensory area - with gravel paving, mirrors, wind chimes and herbs (may not be able to be done near windows as they open outside).
- Chalkboard on wall.
- Number line on floor.
- All weather table for group work.
- "Mud kitchen" - tyres and pictures. This needs to be multi-use.
- Considering covering courtyard.
- Used by Year 1 and 2.

Budget? Not at this point. Depends on how much work is undertaken.

Look at alternative materials eg plastic type.

We discussed whether any of the work could be done quickly but used. Eg Picnic tables? Durability important but look good. Robust enough for "misuse". Don't need to be fixed to the ground but needs to be heavy so won't tip over.

However, although would be good to start work, problem is not take a piecemeal approach but need to have overall plan and a focus. We should get advice from builder and/or architect for overall plan. Eg if there is to be a roof, do we need supports, will that affect the staging area? We should contact previous builders eg "Phil" who came to give quotes for mound. Rob Leech is architect, also builders who completed mound. **Action:** *Emma get quotes for ideas for whole space, and liaise with Governor's Premises Committee regarding possibility of covering roof, discuss with Rob Leech.*

### 3. Christmas activities

We will do Bazaar, Grotto. They may be organized on 9 December. **Action:** *School to confirm.*

### 4. Calendar

Dates: Bazaar and Grotto - 9 December. Quiz night: 27 Jan. **Action:** *Lisa to email quiz masters.* Fete: June 17 or 24. **Action:** *Ruth will check with Jericho Street Fair re dates.* School to advise on dates re school events: character parade for book week etc.

**Action: Karen to advise Zumba and Perform re dates where we need school hall eg fete and NNS.**

NNS - Sunday 7 May. Need hall for Sat 6 and 7th. Need Function room and PLC on Friday. PLC on Monday.

Check for Year 4 residential dates.

Thursday 23 March for Mother's Day breakfast

Aristotle Cup - check with Sarah & Dave

Pictures ready for Joy? Katie photos. **Action: School to obtain file by end of week.**

Birthdays ready? Who is office contact? Will be Aoife once she finalised census.

## **5. Fundraising feedback**

First cake sale for Year 2 on Friday. Normally cake sales are held on way out of school. Money from cake sales doesn't go to PTA, gets given to Karen and teachers order their supplies. PTA facilitates cake sales but is not a fundraising event of PTA. It would be good to give feedback to parents as to how much is raised and what is done with the money. Class rep knows how much is made for each cake sale. Would be great if we can put details in newsletter to let everyone know how cake sale money spent and give feedback to parents.

Next meeting: Tuesday 8 November 2016.