

PTA Committee meeting - Tuesday 8 November 2016

Attendees: Jen Ingham, Lara Stokes, Lisa Guppy, Anna Nileswhar, Jo Reeder, Irene Conway, Kelly Brain, Karen May

Apologies: Ruth Dorso, Emma Dadson, Jen Watkiss

1. International Evening

Date is 23rd November. It would be great if staff could come, although we realise that they already have some late nights that week. In previous years, the choir has performed and Mr Bushell talked about South Africa. Can we repeat as this year we are fundraising for South African school as well? School confirmed Mr Bushell and Ms Conway will talk about South Africa. **Action: School will try to organise choir.** Ms Waterman may not be able to come, but Jen happy to lead choir. Would also be great if Frau Poole can do something e.g. German song that whole school knows. **Action: School to speak to Frau Poole.**

What do we need? Tables for food. Also need stage for choir. Need parents to monitor children. Have to have courtyard open but will look like it closed. Only open for fire/evacuation purposes.

Action: PTA will send out email on Thursday with steps of what to do to come along. Will there be a bar where people can buy drinks? Suggested donation for drinks? **Action: PTA will look at whether can organise TENS licence.** Confirmed that will comply with School's "no nuts" policy. This year we will also ask providers to please label dish.

Decorations? Will be simple. Some bunting, flags on tables, use uplighters.

Class reps? In the week before the event, we will ask them to talk up the event.

2. Christmas

There have been issues with Christmas cards and administration this year. Discussed problems. Cards due to be returned later this week, may return early next week. Will see how problems been resolved. Will probably try APFS again next year as although this been difficult year, generally really great service and also will reprint any cards which are not correct, irrespective of reason.

Grotto still proceeding. Both it and Bazaar set for 9th December. Access to nurture shed in week prior to 9th? Able to access but especially for secrecy reasons, would be good if decorate on Thursday 8th. Mr Claus? Contact him to discuss, but may be in Spain. Thinking about books.

29 November - Lisa to talk at general assembly to let children know about Bazaar.

Rainbow Room - have access on 8th December to sort for Bazaar and on evening to set up. Decorate Rainbow Room after ASC.

Issue last year of children who not in school missing gifts. Will try "sticky labels" for names of children who are not in school that day for presents.

Calendar sorted and being sent to printer. Also have front page photo of Year 1. Price will still be £5. **Action: PTA will do pre-order forms for email and in book bags.**

3. Pink Courtyard

Karen has quotes for covering Pink courtyard but still to look at those.

Premises meeting - Thursday 17th 7.30pm to 9pm. Great if Emma can be there. **Action: Emma or another PTA representative to attend premises committee.**

4. Forest School

Various parents wondered if anything was happening? School confirmed it had stopped because of the bridge - no access to Port Meadow. Alternatives are Trap Grounds. Friends of Trap Grounds prefer area to be used by small groups intermittently and are less keen for use as more regular/permanent for outdoor learning. Therefore tend not to use as general resource.

Will be doing outdoor learning when bridge is back. May not be "Forest School" as only 2 people trained. One of teachers only in school 2 days per week. But could be "outdoor learning" instead run by other teachers. Won't be Jan/Feb because of weather. School is continuing to assess how can encourage outdoor learning as much as possible.

5. Gifts to Classrooms

Is there anything that necessary regarding "small supplies" that school needs? In past years we have purchased laminators, digital cameras, etc.

Suggestion: bean bags, hoops etc for PE. **Action: School to ask PE team to provide a list or amount required.** Don't need itemised list.

6. Other Business

Student Council: would like games for wet days when playtime is inside. **Action: PTA will put box in reception and ask for donations.**

PE kit - look at tracksuits, discussing with Student Council and Ruth. Also look at online ordering.

Emails. Was school sending sample? Discussion regarding parents still receiving double emails. Also issue of sender "noreply@rmintegris". How to change over to mail chimp? Run 2 systems for short time.

Next meeting Tuesday 6th December.