

Ash Primary School
Main Street
Ash
Martock
Somerset
TA12 6NS
Telephone: 01935 822674
Email: ashprimaryschoolpta@hotmail.com



Ash Primary School PTA Meeting Minutes

November 2022

Opening:

The meeting was held at The School Hall at 9.15 am on Monday 7th November 2022.

In attendance:

Rhi Butler (RhB), Kay Hooper (KH), Lisa Knott (LK), Tracy Luker (TL), Jane Perry (JP) Lorraine Pidgley (LP), Natalie Ritchie (NR), Rachel Sarll (RS) Sowena Stonesreet (SS), Sabine and Paul Tedman (ST & PT) and Amanda Wills (AW).

Discussion:

1. Feedback from past events

- a. **Halloween costume sale** - Very positive, raises money without out lay and much greener
- b. **Pumpkin Patch** - Very well received, children enjoyed it and looked great
 - Some parents still said that they didn't know about the Pumpkin patch etc - maybe not on WhatsApp or checking school emails? To look into the possibility of using an app for P.T.A notifications
- c. **Disco** - Had lots of positive feedback from parents whose children had a good time and said how well the P.T.A did in organising this event
 - Was mentioned that it got dark very quickly, unfortunately, the festival lights were not operational as some parts are missing since the summer - if anyone finds the connectors for the battery, please let us know.
 - It was noted that lots of plastic tape and pumpkins and a whiteboard were left out in front of the office over half term so take care when tidying these up next time
 - Long lines for food were also mentioned and discussed the possibility of using the kitchen from the hall to speed this up next time
 - The quiet room was a good addition as some younger children found disco very loud and a good thing to carry on

It was discussed that we invite companies to make donations to the school and give them the opportunity for school photos for publicity in return

Also that in the past the children have written letters to these organisations to say thank you or make small requests for things needed at the school.

2. Forthcoming events

a. Polar Express Pyjama Party - Thursday 24th November, 5.00-7.30 pm

- ✓ Children are to wear pyjamas and bring a pillow and blanket, plus a water bottle. Gym mats will be put down to make the floor more comfortable.
- ✓ Food in the school hall with Polar Express film shown through a projector. Interval 6 pm, including toilet break.
- ✓ Problem with cooking all the Pizzas in the hall LK said can cook some from home - aim for the children to eat a 6 pm - suggest large thick crust Pizza as more filling
- ✓ Craft area available for Children who don't want to sit down to watch a film.
- ✓ PTA Committee has all applied for DBS checks through the school. Adult to child ratio of 1:6 is needed. Tickets are to be sold in advance so we can check the numbers. Expected 72 children, so 12 DBS-checked volunteers. Only DBS checked can take the children to the toilet.
- ✓ Price £5 to include entry, pizza, hot chocolate, popcorn, and a bell. Payment for Tickets ideally through Paypal and Sumup - as Parent pay takes a percentage
- ✓ Tuck shop available - children to bring spending money if they want to.
- ✓ Was suggested that instead of the fixed cost we suggest a minimum donation per child - then if people can pay more or wish to they can - want to keep things accessible to all children

Action: KH - catering - needs final numbers by the 21st November

Action: RS - to put together an order form for each child to include dietary requirements - need to get this out this week if possible

Action: RhB to bring film, and check in advance how to play it on school's system.

Action: RhB - to ask her friend to do a hot chocolate risk assessment

Action: TL - will look into simple crafts

Action: All to bring bean bags if you have them.

Action: Mrs Perry is to lock at up 8 pm

Action: LP - to change parents evening to another classroom as the hall has been double booked

b. Non-School Uniform Days

- ✓ **Children in Need 18th of November** organised by the school - need to go out to parents
 - ✓ **P.T.A Non-School Uniform on the 25th of November** - asking for donations of sweet treats and drinks to make up hampers for the Christmas Bingo
- Action:** AW & TL - Hamper-making session Monday 28th of November - ask for volunteers or combine with a coffee morning?

c. Christmas Bingo - Friday 2nd December in the school hall, 6.00 to 6.30 pm starts.

- ✓ The Bingo Set belongs to the village hall
- ✓ Have a variety of prizes donated RhB
- ✓ Need to check wines upstairs as one was reported to be off
- ✓ Invite Ash Village, as well as school.
- ✓ RhB cannot be a caller so need 2 people to do this
- ✓ Past feedback suggests more savoury snacks this time
- ✓ Catering to include: tea/coffee/mulled wine/cider/savoury snacks and mince pies and Tuck shop
- ✓ Dabbers for sale
- ✓ Explain how to play before they start

Action: AW to check bingo numbers are in the loft.

Action: KJ to amend the time on the poster to 6-6.30 pm instead of 7 pm

Action: LK to advertise the event in the village and ask if we can borrow the Bingo set

Action: LP to lock up at 9pm

Action: PT will write to local companies for more bingo prizes

d. Christmas Jumper Sale Monday 5th and Tuesday 6th December - to collect all sizes

Action: KJ please put together a poster asap

Action: TL can run the 5th volunteer for the 6th, please

e. Christmas Shopping - Wednesday 7th and Thursday 8th December, 1.00-3.00 pm.

- ✓ Not much stock, RhB and RS to look through what we have and have ordered some more
- ✓ In the Honey Pot - to stay set up overnight
- ✓ Late Birds is to be in the hall on Wed 7th Dec.
- ✓ Loved by the children, and a good fundraiser.
- ✓ Open this up to the Nursery children this year. LP said Thursday better day for Nursery as more older Children
- ✓ Children to visit with siblings.
- ✓ Parents/carers are to be asked if can donate good quality new unwanted gifts.
- ✓ Volunteers were needed to help with wrapping. Need bags and gift wrap - have some striped paper bags
- ✓ Prices increased this year to £2/£4/£6/£8/£10 - coloured stickers to be used to mark prices, with a big notice of what price each colour is for.
- ✓ Buddies in year 6 to help reception children - if they do not have an older sibling

Action: AW to send out a notice requesting donations of gift bags and donations of quality items for re-gifting.

Action: Ali Potepa to do the volunteer timetable.

Action: AW to notify teachers of the timings, so they can schedule lessons around it.

Action: RhB to look into doing more personalised gifts - these would need to be pre-ordered

f. Jingle Jog - Thursday 8th December, 3.30 pm.

- ✓ **Nursery** - 3 pm once around the field, **KS1** - 2x around the field and **KS2** - 5x around the field
 - ✓ Festive fancy dress is encouraged, including Christmas jumpers.
 - ✓ The after-school clubs all finish the previous week, so it doesn't clash with any clubs.
 - ✓ We will need cones, marshals, and stamps/pens to mark everyone's hand each time they complete a lap.
 - ✓ Marshall is to wear an Elf costume
 - ✓ All children are to receive a candy cane and certificates that complete it - no 1st, 2nd or 3 places.
 - ✓ Prizes for the children that make the most sponsorship money
 - ✓ Tuck Shop and Teas and Coffees outside all possibly in a gazebo as a hall in use by late birds because of Christmas shopping
- Action:** KJ to create a participation certificate
- Action:** KJ to create sponsorship form

f. Christmas Party - Friday 16th December

- ✓ Father Christmas (KS1) and The Grinch (KS2) plan that they have 20 minutes in each classroom
 - ✓ PTA plans to get party platters from Morrisons. Figs need to be cancelled for this day and funded lunch money for students who receive free dinners need to go to the P.T.A to cover the cost of these students
 - ✓ Class presents are to be organised £30 per class and F.C or G will deliver them
 - ✓ Disco same man as Halloween 1-3 pm, plus quiet area for younger children
 - ✓ Non-school uniform that day - Christmas jumpers/dress up
 - ✓ Teacher to do Christmas activities in the morning
 - ✓ Snow machine outside as too slippery in the hall
- Action:** SL/KH to arrange catering from Morrison's.
- Action:** KH to get details of all food allergies amongst children at school from the office.
- Action:** AW to notify teachers about buying a present and submitting a receipt.
- Action:** AW to check on Christmas Tree situation and Mrs Perry to check with the school
- Action:** Donations via Paypal or Sumup - cash in the office - was suggested one donation for all Christmas events?

g. Wreath Making Workshop

- ✓ Evening for just the parents
 - ✓ Venue either a barn or decorate school hall
 - ✓ Cost £25 including materials, drink (mulled wine/cider/Baileys hot chocolate) and mince pies
 - ✓ Potential dates 28th, 29th or 30th 7.20-9.30 pm lock up by 10 pm
- Action:** RhB to speak to Sara the Florist - to ask how long it would be needed and how many she would be happy to teach at once
- Action:** AW to speak with Ellie Taylor if Sara is not available

Action: AW to provide the greenery

Action: Lynne Buckley to lock up by 10 pm

h. Coffee Mornings - dates to be confirmed.

- ✓ We can run these whenever we get volunteers to set up.
- ✓ So far a poor uptake, do we know the percentage of working parents?
- ✓ Especially good for parents/carers that are new to the school, and nursery parents, as it's a great way to meet other people

Action: AW to try and find volunteers and schedule dates

i. Morning exercise group

- ✓ Many of the children miss the 'Wake & Shake' sessions, which have stopped due to the time restraints of the teaching timetable.
- ✓ Mrs Perry said that RB stopped them and doesn't want to start them again without her permission
- ✓ Suggest arranging meets at Millennium Woods for group walks at 8.30am and we could sell coffee too. Suggest the name 'Get Together and Move'

j. Stand up comedy Evening - suggested in February DTC

- ✓ RhB - cousins have volunteered to do an evening for free and will look out for some other comedians to join him
- ✓ Suggest using The Bell Inn and just making money on the tickets
- ✓ Open this up to the village

Action: AW to approach The Bell

3. Ash Excellent Races

Action: RS to contact Nick Bullock - to follow up .

Action: AW to contact Race Nation Events and see if it's an option for them to run it.

4. PTA Newsletter and Sponsorship

- ✓ Bella to put together a letter to send out to companies - a minum donation of £20 to appear in the newsletter over the year
- ✓ Aim for the first one to come out next month, after the half-term holiday.

Action: KJ to produce newsletters.

Action: RhB to find sponsors for the newsletter.

5. Any other business

a. Millennium Wood Festival - Saturday 15th July 2023

- RhB - has booked a band and is looking into a Fiddle Company
- Still planning to use Millenium Woods

b. Coronation on Saturday the 6th May and Bank Holiday on Monday the 8th of May

c. Christmas cards

- Mrs Perry to find out what's happening with those as TL hasn't heard any more from the office

d. SS mentioned that she was taken on to run OPAL learning - hasn't heard any more - discussed that RB is in charge of this and to await her return

- SS also would like a volunteer to take over running the school garden as now has more commitments with the Forest School.

e. The nursery would like to be more involved with the PTA

- Would like to request some funding in January for an Interactive board
- Thanks to the PTA for help with sorting the Hamper for Hannah's Leaving Present

f. Barometer to make parents aware of how much money we have raised

- Mrs Gibbon has put in a request for £2,136 Little Wandle books
- Could we use business sponsorship from the newsletter to help raise money for this?
- Approach local companies - wait for the letter discussed earlier

g. Vicky Ousey request to borrow Marque - agreed to a £50 donation to PTA as she has helped over the years but anyone else who would like to borrow it suggested a donation of £100

Finally, Mrs Perry expresses her gratitude for all PTA does for the school and a special thanks for the cakes donated last Friday.

Meeting Closed at 11.30 am

Next Meet date TBC