

WALLACE FIELDS INFANT SCHOOL AND NURSERY PTA
COMMITTEE MEETING MINUTES
TUESDAY 20TH APRIL
8PM ZOOM

1) WELCOME AND APOLOGIES

Apologies from Hilary Barker. Ms Steeper

Attended: Jamie Hallums (CO-HEAD TEACHER), Nicolette Dave , Caroline Wilkie (Chairing meeting), Sarah Crowther (TREASURER) Sam Matthews, Justine Berry, Tracey Salmon, Julie Kingsley, Luke Toyer, Lianne Toyer, Kelly Tebbs

2) NEW COMMITTEE VACANT POSTS 2021

Caroline Wilkie made the committee aware that Nicolette Dave and Caroline Wilkie will be leaving the committee at the end of the current school term. During the past year Nicolette and Caroline have been taking care of many of the duties usually the responsibility of the chair/secretary. The committee agreed it will be best to recruit a new Chair or Co-Chairs for the Autumn Term 2021. The committee will devote time to recruiting a new committee members for these post over the course of this Summer Term. Mr Hallums and committee members thanked Nicolette and Caroline for their work in helping to run the committee in the last 4 years. Caroline and Nicolette committed to enabling a smooth transition for new Chair/Secretary. Sarah Crowther confirmed she will continue as Treasurer in 2021-2022 school year. Luke Toyer suggested we need an easy to read/friendly poster outlining the main responsibilities of the job.

Action: CW to place an advert in the newsletter. All committee members to make parents aware by word of mouth. CW to advertise for a parent to help with creation of promotional materials for the PTA.

3) PIZZA NIGHT AND EASTER BUNNY VISIT

Kelly reported the Pizza Take home night was well received. There was some disappointment that parents did not share their pictures of their children participating in the event. The committee confirmed those had taken part enjoyed the activity.

Action: Kelly Tebbs/Sarah Crowther to confirm the monies raised. Kelly Tebbs to create a "How to" sheet for this event for others to follow in future.

Mr Hallums reported that the Easter Bunny visit was a great success. The PTA funded treats from PlayinChoc which were suitable for all allergies as well as plastic free, these were considered a great treat promoting inclusion and eco friendly. The children very much enjoyed the Easter bunny visit and it was wonderful to have a happy event in school during these difficult times.

4) UPCOMING EVENTS.

- Ice Lolly Sale
 - WB 16th May
 - WB 14th June
 - WB 21st June
 - Action: JB to liaise with school on suitable days within these weeks.
 - Nicolette offered space in the nursery freezer for lollies.
 - The committee agreed to buy more lollies than last event (200) to ensure we don't run out!
- Sponsored Bounce
 - On or after 21st June when COVID restrictions may be relaxed.
 - Ms Mann has provided letters/materials from previous sponsored bounce events.
 - Action: Sarah Crowther to lead this event.
- May Half Term Trail
 - Kelly Tebbs suggested running in association with a local café who can also sell trail sheets to the local community.
 - Action: Caroline Wilkie to lead this event.
- Summer Fair Deconstructed
 - It was agreed that it would be difficult to run a summer fair with restrictions on numbers and it was safer to plan for one summer event (celebration evening) and have summer fair activities in school as saw done with the Christmas fair
 - To take place in school W/B 5th July 2021
 - Action: Nicolette Dave to lead this event and further aspects to be arranged with possible separate Zoom meeting or outside meeting.
- Celebration Evening
 - Friday 16th July
 - We will need to arrange
 - Food – could use Epsom College caterers as previously.
 - Bar/Cold drinks and crisp
- Uniform Sale
 - Action: Nicolette Dave to ask Mary Studley whether she'd be happy to arrange another sale in the first two week of this current term.
- Circus
 - This has been rescheduled for 21st April 2022
- Fireworks
 - CW emailed Wallace Fields Junior School but did not receive a reply about setting a date.
 - Action: ND to contact WFJS again regarding this.
- Father's Day
 - Mother's day pop up sale was very popular
 - Committee agreed to recreate this for Father's Day

5) PTA RECRUITMENT AND PTA WELCOME VIDEO

- Advertising for the PTA was discussed. This is time consuming. It is possible to make a video with an Iphone.
- Luke mentioned it would be nice to have some video of PTA events happening. Especially at the moment when things happen in school without parents.
- Currently school have video permission for all of year two, so we could take video of them involved in PTA activities.
- Action: CW to advertise for help with promotion in the newsletter.

6) TREASURER'S REPORT.

- We currently have £6357 in the bank account.
- We have not yet paid for the spending agreed at the last meeting.

7) SPENDING IDEAS

- Mr Hallums and Ms Mann were keen on the Berghaus Gazebo structure suggested by CW to create additional shade and useful outdoor learning space.
- The school have plans in future to redevelop the octoclassroom to create a larger more all weather learning space.
- School would like some additional bench seating for the forest school area in order to allow a whole class to sit.
 - i. Action: Mr Hallums to provide costings to the PTA committee
- Parasols for the picnic tables – to provide shade when using at lunchtime and outside learning
 - i. Action: Mr Hallums to provide the committee with costings
- School library –
 - i. Tracey Salmon is helping to redevelop the current library would like some funding for seating, mats and decoration
 - ii. Action: TS to provide the committee with costing for these
- A Bollywood dance/drumming workshop has been identified
 - i. PTA will fund this as agreed last meeting for KS1
- A sushi making workshop has been identified for nursery and Reception
 - i. PTA will fund as agreed last meeting
- School trips are being decided.
 - i. PTA will fund a contribution to these if possible
 - ii. Possibilities include Whipsnade zoo
- The committee discussed within the current pandemic experiences for the children are top priority as they have missed out on so much this year.

NEXT MEETING: TBC – In the second half of the summer term. Further Zoom small meetings to plan for upcoming events may be arranged.