



PTA Committee Meeting Minutes

Held on 10th May 2018

Present: Erika Augusti – Chair (EA), Michaela Thomas (MT), Tiffany Forshaw (TF), Elaine Stewart (ES), Rubina Samdani (RS), Amanda Bates (AB), Victoria Duffield (VD), Gavin Marsh (GM), Carolyn Simpson (CS), George Bridge (GB)

Item		Action
1	Apologies <ul style="list-style-type: none"> Emily Couihan, Hannah MacIndoe, Ravi Vakada, Rajani Chamarthi, Sarah Coleman, Sabine Bickle 	
2 / 3	Matters arising from last Committee Meeting: 22.3.18 <ul style="list-style-type: none"> SB: too late to book reduced price tickets for Hexagon Pantomime 2018, will consider for Christmas 2019. EC: Jess Angus is confirmed as the Try-a-Tri first aider for the LS event and hopefully Judith Burchardt for the MS and US events. HM: GDPA - in hand. Julia Franks has received WBC example docs and will meet with HM when ready to share. ES: all outstanding cake sale monies have been declared. Any leftover spending will now go 'in the pot'. MT: advert to show parents 'what the PTA has achieved' was covered in last PTA newsletter. TF: will remind parents (intermittently) of Cash4Coins via Facebook - pot quite heavy now. TF: TENs completed for Family Lounge and Try-A-Tri. EA: Cath Maskell will book the DJ in August for the next three discos. EA: Benevity registration renewed. HM organised additional meeting to discuss new PTA email addresses, succession planning and electronic sign-up for future events - all in hand. RV sent out details of PTA UK log-in and at some point we will look at grant funding opportunities there. 	<p>GM to confirm with JB re: MS / US first aid.</p> <p>CM to confirm 2018/2019 disco dates at next meeting.</p>
4	Treasurer's Report <ul style="list-style-type: none"> Treasurer's sent in apologies: unable to attend meeting and no Treasurer's Report submitted. 	
5	School Funding Partnership <ul style="list-style-type: none"> Automated swimming pool dosing system (CS / GB) All agreed in principle for PTA to fund this, subject to Treasurer's approval, as it is a legal obligation not to rely solely on PPE if other alternatives are available. Having an auto dosing system makes chemical checks less hazardous; reduces human error; is quicker, easier and more efficient, and offers savings on costs over time. PTA Pool Club members currently cover the chemical checks/dosing when Mr Bridge is on leave or unavailable. Possible options are: <ul style="list-style-type: none"> i) Free system, via Aquaplan / Steve O'Hearn (who delivered the swimming pool management course), as we are a charity. Would not include installation costs (one day) and <i>difficult to predict when one will become available as they are sourced from commercial pools undergoing refurbishment.</i> ii) Second hand system (approx. £3200), including installation and three month warranty with Pool Sentry. <i>This unit was first installed in 2015 at a</i> 	

	<p><i>school in Reading, on a lease from Pool Sentry who maintained it during this time. After one year it was removed because the school closed. Since then it has spent one summer at another school. It would come with a new chlorine probe.</i></p> <p>iii) Brand new system (approx. £5100), including installation, with Pool Sentry. <i>This would come with a year's warranty.</i></p> <p>Additional on-going costs: four cartridges per season (approx. £120 in total) and annual servicing.</p> <p>CS to find out further information in order for a decision to be made, i.e. when may Steve O'Hearn have a system to offer us for free; what guarantee comes with the brand new option and what is the history of the second-hand option? <i>(Clarification received 14.5.18 and included in above minutes for ease of reference.)</i></p> <ul style="list-style-type: none"> • Playground Markings (MT) No money left over from Trim Track to pay for new markings. ES to look into costs and ideas of alternative markings to paint, e.g. raised markings, as the paint does not last. • House Point Tokens (MT) MT questioned the house point process and gave examples of collection boxes/tubes which other schools use. ES confirmed that HP are awarded at various events and activities, with set amounts being awarded, and scores updated on the laminates in the hall. ES explained that tangible tokens, in boxes, are not a viable option. MT confirmed she would talk to Miss Riglar about house points awarded for the PTA Copper Mosaics and the Try-a-Tri, as Miss Riglar is the House Points Co-ordinator. 	<p>CS to clarify points raised prior to final decision being made.</p> <p>ES to investigate costings of playground markings.</p> <p>MT to talk to Miss Riglar about HP awarded for PTA events.</p>
<p>6</p>	<p>Events since last meeting / this term</p> <ul style="list-style-type: none"> • Bag2School Textile Collection: £237.60 (29.3.18) • Easter Egg Hunt: £230 raised. Similar profit to last year (£240), but no match-funding in 2018 unfortunately. • Cake Sale: £148.45 (29.3.18), £167.80 (26.4.18) • Second Hand Uniform: £33 (4.5.18) • Disco: possibility of increasing ticket price from £2.50 to £3 discussed, and possible increase in glow-in-the-dark items on sale for the disco next term. • Pool Club: increase in numbers compared with previous two years. • Copper Trail: children will create mosaics of house emblems like last year. All in hand. • Summer Fayre: new features this year include an electronic basketball game, crazy sand, table-top sale and silent auction. Information due to be distributed to families on Friday (11.5.18) • Tri-a-Try: MT confirmed a new page has been created on the PTA web pages specifically for Try-a-Tri. Online entries and payment links now set up and will be distributed to families on Monday (14.5.18). Gavin Marsh (overall lead), supported by Emily Counihan (swimming), Danny Barratt and Ian Witney (cycling) and Ravi Vakada (running). Nigel Coleman is running the BBQ, Amanda Bates the bar and Jason Sutton the candy floss. More volunteers needed for marshalling and refreshments. Next planning meeting 6th June, 7pm at Three Tuns. Goodie bags discussed, GM will contact USports and Decathlon for flyers and merchandise. GM confirmed his employer has made a £100 donation towards the event. 	<p>EC / HM to discover what ESP and HPS charge. CM to attend next meeting.</p>

7	Events next term <ul style="list-style-type: none"> No discussion required at present. 	
8	AOB <ul style="list-style-type: none"> PTA' Coffee, Cake and Chat' to be arranged as a thank you to those who already help the PTA, and as an invitation to current FS / LS parents who may be interested in getting involved further in 2018/2019. ES suggested the PTA help serve Teas & Coffees at the coffee morning in September for new FS parents, held in the music room. New Parent Packs: ES confirmed that the PTA are welcome to attend the New Parents evening (on 13.6.18). There won't be an opportunity to present but a couple of parents are welcome to represent the PTA. Usually the PTA have second hand uniform on sale, MT talk to Cherry. Officers to discuss 'Donated by the PTA' book stamp: MT asked the whereabouts of the stamp. ES confirmed it is kept in the office and new books donated by the PTA are stamped by the office. MT asked if the Big Sikh Books in Middle School were donated by the PTA as they aren't stamped. ES to confirm. Y6 Leaver's Party: PTA donation of £100 agreed in principal, subject to Treasurer's approval of funds. MT confirmed that the Year 6 Leaver's autograph books have been received and are currently in the PTA garage. It was agreed these could also be stamped 'Donated by the PTA'. 	<p>HM to confirm dates for CC&C in July asap.</p> <p>MT to talk to CT, re: uniform sale. PTA Officers to decide on attendance at meeting.</p> <p>ES to confirm if the Sikh Books were a PTA donation.</p> <p>MT to arrange 'stamping' of autograph books.</p>
9	Dates of next meetings <ul style="list-style-type: none"> Thursday 5th July 2018 	