



PTA Meeting Minutes

Held on 12th January 2022

Present Committee: Kate Johnson - Chair (KJ), Sabine Bickle (SB), Priya Ahluwalia Gupta (PA), Victoria Duffield (VD), Tina Shepherd (TS), David Spedding (DS), Hannah McIndoe (HM), Caroline Fenning – Deputy Head (CF), Amanda Bates (AB), Sarah Coleman (SC), Natalie Stenson (NS), Sarah Byrne (SBy), Rubina Samdani (RS), Amanda Ellis-Walker (AE), Freya O'Mara (FO), Sara Deadman (SD), Toshiko Nader (TN), Michelle Felton, Sajid Chawdhary, Erika Augusti (EA) = 20 attendees

Item	Minutes	Action
	Welcome and apologies	
1	<p>Matters arising from last PTA Meeting: 2nd November 2021</p> <ul style="list-style-type: none"> • Change of signatories due to new Committee • Online banking – new account needed with Natwest. Multiple signatures needed so greater than 1 person involved in authorising transaction. Elements of constitution may be needed to be amended to allow single signatures. • GDPR policy – SB created • Prepare Financial statements • Reporting for class spends & tracking receipts for each classroom project – not discussed • Unspent cake sale monies established and moved to reserved classroom funding amounts- not discussed • Quote for school football kits • Update google calendar with PTA events on new website • Smartboard paperwork – SBy established as Feb 2016 so can be parked for a couple of years • Outdoor toys unboxed and used? • Match funding volunteers- Finance Summary contains breakdown of figures raised. 	<p>To remain on agenda- MW to be added. DS to continue process</p> <p>VD: to add GDPR policy to policy section on PTA website</p> <p>KJ to check with DS if financial statements are complete.</p> <p>DS to follow up from last meetings actions</p> <p>AB to obtain final figure for kits</p> <p>VD to update</p> <p>CF to find out if available to children</p> <p>TS - send claim details to KJ</p>
2	<p>Treasurer's Report - See attached detailed Report</p> <ul style="list-style-type: none"> • Raised £6300 over Autumn Term, year to date net profit £2700 • Fundraising: Anil Half Marathon £312, Vodafone try a tri match funding £1400 • Unrestricted reserves available to spend £13,400 – discussed PTA purchase of outside covered area and if lottery funding/grant would be applicable. 	<p>CF to speak with MW about funding possibilities</p>

3	<p>Head Teacher's Update</p> <ul style="list-style-type: none"> • CF read a statement from MW who was unable to attend • Thanks sent to all over challenging time. • The Read/Write/Ink scheme funded by the PTA has shown good improvements in phonics which have increased from 70% to 93% • Planned events to be held outside to avoid any cancellations 	
4	<p>Events this term</p> <p>Disco- original proposed date 31st March revised to 24th March due to clash with parents evening. Outdoor Spring Disco</p> <p>Bag to School</p> <ul style="list-style-type: none"> • Previous organiser (Hema) not in attendance, requires at least 2 weeks notice for parents, if going ahead will need to be before summer term due to changing rooms being used for the pool <p>Second hand Uniform</p> <ul style="list-style-type: none"> • Proposed date 9th Feb (TBC) • Lots of stock so discount was proposed to shift surplus • Split rails to position a rail outside of Foundation gate • Potential sale for new starters TBC <p>Bake Sales</p> <ul style="list-style-type: none"> • To be held outside – venue TBC as storage of cakes to be considered • Held per phase and not class as not enough time for each class to hold their own • Potentially individually wrapped sweets/chocolate if this is a requirement <p>Easter Egg Hunt</p> <ul style="list-style-type: none"> • To return to previous arrangements prior to covid as agreed with CF • Proposed dates 4/5/6th April <p>Coffee Morning</p> <ul style="list-style-type: none"> • Proposed to promote school community and to share knowledge especially for new parents • First date agreed as 19th January after drop off, near gazebo in school field • To evolve based on need and feedback with suggested topics of discussion (new notice board on school gates to be used) 	<p>NS to organise with disco team VD to organise outside Lounge SBy/SD to organise license</p> <p>TS to phone company to establish if their rate has increased VD to put date of future collection in newsletter once confirmed</p> <p>TS to confirm date with school and organise</p> <p>KJ to contact Mrs Harris and Mrs Diego to discuss if they are happy to lead</p> <p>HM/Tiffany Forshaw to organise</p> <p>KJ/TN to organise</p>
5	<p>Future events/AOB</p> <p>Make the rules</p> <ul style="list-style-type: none"> • Committee decided this should be held once a year with a proposed Summer term date TBC 	

	<p>Pool Club</p> <ul style="list-style-type: none"> • Handover and discussion with school regarding how this is to work required • Need to establish if a new Chemical Probe is required • Move defibrillator from Pool side cupboard to outside wall opposite field so this can be available for outside events in emergency. Cupboard purchase will be necessary. • After School Club's use of pool to be discussed to establish potential training needs <p>Art Exhibition</p> <ul style="list-style-type: none"> • Thurs 26th May confirmed date • Whole school event, Queen's Jubilee themed to showcase children's artwork with the option to purchase to raise funds • Preceded by art competition <p>Sports Day</p> <ul style="list-style-type: none"> • Sports Week is being organised by the school w/c 4th July • To be held at school whilst Palmer Park under building works as did not meet requirements. • Activities to be set for each phase and CF was requested that these are age appropriate. • CF requested PTA help with refreshments as parents will be invited <p>Eid Party</p> <ul style="list-style-type: none"> • 15th July held outside after school • Details will need to be discussed at a further meeting <p>Happy Circus</p> <ul style="list-style-type: none"> • 22nd April 2022 • AE leading, further meeting required 	<p>TS/SBy to arrange a meeting with school to discuss further</p> <p>Mrs Goodchild to lead and has requested PTA help. To be discussed at a future meeting.</p> <p>CF to feed back to MW parents comments and request that rationale about venue is shared with all parents to allay any misunderstandings</p> <p>CF to check with Mr Bridge and after school club if the field will be free after school Shamse to lead</p> <p>AE educate parents as not all parents know what this is SBy/SD organise license if required</p>
6	<p>Car Parked</p> <ul style="list-style-type: none"> • Picnic and Poetry discussed in previous meeting but not today - notes from last minutes: 'has been a combined school. PTA event previous. MW advised that July was busy with leaving/transition events and Sports Day, but it could be combined with sports day. Will confirm early 2022.' • Ramadan – Not discussed, notes from previous meeting 'desserts from around the world suggested by Shamse - could be combined as a bake sale event? Discuss in 2022' • Rubbish Club – resurrect school's litter monitors, further discussion required. • Silver Coin mosaic (formerly copper coin) – not discussed 	<p>Shamse - will go on the agenda for more detailed planning early 2022.</p> <p>RS/AB- to find the school litter pickers and organise for children to use</p>

8	Agreed Dates of next meetings. <ul style="list-style-type: none"> • 2nd March 2022 • Please notify secretaries (secretary@aldryngtonpta.com) of any agenda items in advance. 	SBy / Sara Deadman – will create agenda. Sby will create zoom link for the meeting and circulate via FB/parent mail from office

Sarah Byrne / Sara Deadman Secretaries for Aldryngton School PTA secretary@aldryngtonpta.com

1st written: 12/01/2022