

HYDE PARK INFANT SCHOOL
PTFA MEETING
WEDNESDAY 19 OCTOBER 2016

Present: Laura Turner, Jane Stamp, Lucie Swayne, Claire West plus extra person half way through?

Apologies: Stephanie Green, Marianne Locatori, Kate Turvey, Vicky Meacher, Sophie Mellor, Karen Guest

	ACTION
2016/17 Dates	
Dates of events and meetings were issued for the first term	
Parent Communication	
We are trying to use parent mail for the majority of communication with parents, rather than lots of paper in book bags. We should try and encourage all parents to sign up and all they need to do is give their email address to the office	
Parents can also find out information on the Facebook page – Hyde Park Infants PTFA	
All PFTA news will also be put on the notice board in the playground.	
<i>It was agreed that new templates need to be created for newsletters and letters, as the logos on the current ones have been 'cut and pasted' too many times.</i>	<i>Ongoing</i>
<i>The PTFA section of the school website has now been updated by Laura has and all information is current.</i>	<i>Laura</i>
FINANCE & GOVERNANCE	
Current funds balance to be confirmed.	Sophie
The PTFA activity is eligible for match funding from businesses who run this scheme. Currently we get match funding from Santander. The PFTA list of businesses who operate this match funding scheme is now up on the website. Laura will add this list to parent mail	Laura – to arrange Parent mail
First Aid Training. Invitation email sent out to all. Laura Turner, Jane Lake and Stacey Parker attending on 20/10/16	All
<i>It was suggested, for logistical reasons, that we look to change our bank provider to a local based branch or an account that can be accessed in Post Offices. The basic requirements for the account are that it is charity account, easily accessible via a local branch/PO and we can access online services. Sophie will research what is available.</i>	<i>Sophie</i>
EVENTS	
Dates for the autumn term events: Wine & Wisdom – Fri 11 Nov PTFA meeting – Thu 17 Nov Christmas Fayre – Fri 25 Nov Bag to school – w/c 5 Dec PTFA meeting – Thu 8 Dec	
Disco – Friday 21 October	
Lots of tickets sold and volunteers have come forward. Squash and cups need to be	Anyone who

purchased. Rebecca's poster has been designed and very colourful and Mrs Hill has also made the whole day at school Roald Dahl Day!	can sell tickets to let Laura know
Wine and Wisdom – Friday 11 November	
Event needs to be created on Facebook before half term and a "Save the Date" parent mail. We will invite the teachers to come. We need to sort out the sound system particularly now Miss Freeman no longer works at the school. It was agreed that the tickets should stay at £2.50. Laura to talk to Rebecca Cusack regarding the invite and posters etc.	Laura
Christmas Fayre – Friday 25 November	
Raffle Prizes - we will need help with the hand delivered letters to visit all the local shops for raffle prizes. Emails have gone out to previous raffle contributors and the response has been positive.	
Hot Dogs – a reminder that we need only one large can of 50 hot dogs and the rest in jars to avoid wastage. We need a volunteer on the morning to cook 3 kg of onions. Rolls need to be ordered for collection at lunchtime on the day. Jane will order them	
Face Painting – it was agreed that we wouldn't have face painting as it causes a blockage in our new free flowing one way system but it was suggested we try glitter tattoos.	
Stall holders – it was agreed to continue with a £15 stall fee and a contribution of a raffle prize. Laura to speak to Sally Geraghty re list of previous stall holders.	
Games – to continue with the existing games except for the fishing ducks. Lucky Dip, Feed Santa and Lollipop Tree. We need to purchase a new Oasis for the tree. Suggestions for an alternative to the ducks – Electrical buzzer steady hand game.	
Plymouth College Students – we need to contact Miss Odiee on 07874904333 asap to book them in to help with the games on the day.	
Bags to School – w/c 5 December	
A good way to clear out before Christmas! Laura to check it has been booked in.	Laura
Year 2 Movie Night – Friday 13 January	
At our December meeting we will need to think about the arrangements for the Y2 movie night as information will need to go out to parents about this before the Christmas holidays. The suggestion was to link it to Y2's Spring Term subject: LONDON.	Ongoing
School Green Spaces	
Allotment - The PTFA have an allotment on Peverell Park Road. It has been neglected for some time but a team of parents have been working on it over the summer to clear it. The idea is that the children can follow the progress and use the produce in their learning. The plot will need continuous work from now on and so please volunteer if you think you can help. Date of working group still to be determined.	Let Jane know if you can volunteer to help
Scrubland - There is a small area of 'scrub' land at the back of the school next to the Orchard playground. Mrs Rose is keen to make a garden area for bug hunting. It will need to be cleared of all debris and litter and so the PTFA are going to arrange a litter picking event.	
OTHER FUNDRAISING	
Mrs Hill has provided (and washed!) all good quality uniform that was unnamed in lost property from last year. Much of this is in very good condition. Lucie also mentioned there is more in the PTFA cupboard that was left over from last year's sale. We will arrange to	Stall At Christmas Fayre

have a table laid out at the Christmas Fayre along with the Tote Bags @ £2	
Ruth has put together an application to The Big Lottery for funding from their 'Celebrate Through the Big Lottery' programme. It is for a suggested large scale adult social event that will bring together the Infants, Juniors and Toad Hall.	Ongoing
School Calendar – we are really pleased how this has been received by the teachers and children. Sophie has been collating all the artwork and we plan to have the calendars available at the Christmas Fayre	Sophie
Easyfundraising.co.uk Claire West said that this is a really good way of making easy money and will look into it and report back	Claire West
Foreign Coin Collection – Vicky Meacher has organised this and the pot is now in situ at the school office. Any loose coin change of any denomination can be placed in the pot and the school receives a percentage of the total.	Vicky Meacher
ANY OTHER BUSINESS	
Raffle Tickets – Laura has ordered them.	
Working Party for Plate Sticking and raffle tickets in envelopes: it was suggested that we could combine this with our next meeting on Thursday 17 November so they can be in the book bags Friday 18 th November.	
Next meeting: Thursday 17th November, Sage Café 9.15/9.30AM	