

## Crossflatts PTA Meeting 10<sup>th</sup> January 2020 9am and 16<sup>th</sup> January 2020 8pm.

Attended 10/1: Alex, Victoria, Christina, Teresa, Zhaneta, Emma, Lucy, Sofi, Dee, Mrs Bennet, Katy.

Attended 16/1: Alex, Suzanne, Kirsty, Rachel, Marcus, Jodie, Louisa, Emma

<b>2020 Events</b>
<b>Bake Sales</b>
The next Bake Sale is Year 3 31 <sup>st</sup> January 2020. Alex is the year rep for year 3 and will speak to parents within the year group to help. Outside bake sale events need 5 volunteers and inside bake sale events need 4. Alex will make sure there are 5 volunteers for the event. <b>Details to go onto Bulletin the week before and text reminder needed.</b> The next bake sale dates are Year 2 28/2 and Year 1 27/3
<b>Easter Disco/ Egg Competition</b>
Date confirmed as 2 <sup>nd</sup> April for the Disco and 3 <sup>rd</sup> April for the egg competition. DJ is booked for the event and further details to be discussed in February. Decorate an egg competition will have the same categories as last year.
<b>Rose Day</b>
Rose Day is 9 <sup>th</sup> July. DJ booked for the event. Inflatables will be looked at in February as need to be booked early.
<b>AGM</b>
AGM is set to be 17 <sup>th</sup> July. A decision needs to be made whether it is to be a daytime or evening meeting. Will need to ensure enough people attend for decisions to be made for the quorum.
<b>Communication Review</b>
The Email and text messages are working to convey messages to parents regarding events being held. Lots of texts are going out before an event but this is essential to pass details on to the parents. We have all agreed that Facebook would not be a good idea to use. The notice board outside main reception needs to be updated, Katy will be updating this with the upcoming bake sale dates and the details of amounts raised of previous events. Alex is completing her half termly letter to parents which will be sent out ASAP. We will be looking at creating a feedback survey for the parents to complete to give us ideas for future fundraising, events and meetings. This will need to be compiled and collated by one person which needs to be established at a future meeting. All PTA will look at questions to be added to the survey. Will look at this in detail in future meetings.
<b>Year Reps</b>
We still need a paragraph from each year rep for the website. Alex will send the reps an example for them to use. This is needed as soon as possible. A nursery rep is still needed but need to investigate this due to AM and PM children.
<b>Damart Grant</b>
Thank You letters from the children has been written for the storage boxes that has been purchased with the grant. These letters will be sent to them as soon as possible. Thank you to Mrs Cattell for organising the roll out of the playground equipment and for training the playground buddies.
<b>Learning Resource Shelter</b>
Learning Resource centre has been completed and looks wonderful. A ceremony for this has been planned for 21 <sup>st</sup> January 2020 at 9:30 am for Mr Gore the community governor, school council and PTA to "open" the shelter. The cheque for this will be passed to Katy in the next few days.
<b>Xmas Fair</b>
The Xmas fair was a great success, we raised a large amount of money. Some stalls did better than others and this was our first year as a team and it has been good to see what worked and what didn't. Incredibly busy from 2:45 to 4pm and need to look at ways of diverting parents outside from 3pm to 3:15 giving PTA and staff time to get to the stalls. People were queuing to buy from 2:45 with no one at the stalls. We need to look at directing outside to an attraction. Could there be a way of having more PTA stalls? We also need better signage around the school for parents to know where things are.

**Santa's Grotto.**

The wrong price was charged on the tickets, this was meant to be £2.50 instead of £2. We agreed that the sweetie/chocolate present worked better than the books of previous year. The thank you presents cost quite a lot, but Victoria might be able to help with the gifts in future years.

**Secret Santa**

Layout was very busy and need to look at Secret Santa and Santa's grotto waiting area being in different areas. Only 30 female presents left out of 330 gifts bought. Male gifts ran out early so need to look at equal amounts of presents to offer children a choice. Was very work intensive due to buying and wrapping but parents agreed it was an excellent experience. Need to look at buying in the January/July sales to allow us to buy better value presents. Also, would a shop "sponsor" the event. There was confusion with the younger children handing over the money so would need a volunteer at the door to take the money there.

**Sparkle and Shine**

The stall worked well but need to have a mixture of parents and staff as staff were unable to open until 3:30 so we missed out on customers.

**Bauble Craft**

Idea was good but didn't work, 4 volunteers for a little income. We agreed the baubles were the right price but with so many craft items the parents were a little confused and the glue pens didn't work correctly. We still have many of the baubles left over so can be done again in a future year.

**Bottle Tombola**

The tombola machine was very impressive, but the stall was busy with a big queue and strings were not put back in correctly. Had to shut stall down for 20 mins to replace bottle and strings and create a temporary stall. We need to look at ways to be able to use this again, including putting one of the volunteers at the front and putting the machine higher up. Rachel is taking this back for storage and will look at ways of improving for Rose Day.

**Toy Stall**

Worked well, prices were cut at 4:30. Needed 3 volunteers. All items left over have been distributed to school, Bramble Hedge, Crazy Cats and for use at PTA meetings for the children.

**Festive Games Stalls**

Stall worked well manned by Year 5 & 6 pupils and staff. It would be better moved to the main hall as was squashed into the corner.

**Café**

Only needed 5 volunteers not 7. Side table was set out with the cakes, but this was confusing the parents as didn't know if this was a separate stall. We either need to have it set out on the hatch or have a separate table with a separate float.

**Raffle**

More tickets were ordered at an expedited cost, but these were not needed. These tickets can be used to future Christmas fairs. Less tickets were sold this year so maybe we need to sell these whilst selling Grotto tickets. There are Thank you letters from the children and PTA going out to the businesses that contributed to the raffle. All prizes were collected before Christmas, but we still need to publish the winning numbers for parents to see.

**Lost Property & Christmas Jumpers**

This was not visited much, and we decided this will not feature at future Christmas fairs. We would like to continue the jumper donation but need to look at different ways we can make this work.

**External Stalls**

The external stalls worked well in the gym, we would agree that 10 stalls maximum is the best (might look at more if tombola and festive games are moved out of the area).

**Social February**

The PTA are organising a social for 28<sup>th</sup> February, venue still to be decided.