



**Archibald First School PTFA
Friday 25th January 2pm**

MINUTES

PRESENT: Zoë Shaw, Julia Bayes, Rachel Foster, Anna West, Marie Allen, Kelly Fry, Catherine Weare, Jenny Douglas

1. Apologies for absence: Tanya Watkins, Pam Crooks, Katy Nicholson

2. Minutes of Last Meeting/Matters Arising:

We are still working with Loco, who are keen to back us as their chosen local charity. Another letter has been sent to head office, Zoë to keep communication ongoing.

Bag packing at Asda is a possibility for later in the year. The minimum age is 10yrs, Zoë to investigate further regarding age if children are accompanied by parents.

The Asda at Wansbeck Rd currently has a token box for Archibald first school, a txt message to go out to parents asking for support.

The Ceilidh was cancelled due to lack of ticket sales.

It was suggested that we think about having a questionnaire in book bags to gather information from parents and teachers as to expectations and which types of events are preferable.

The babysitting service at the informal parents afternoon was a success. Feedback from Kelly, Tanya and other parents who used the service brought up issues to help with organising for future parent afternoons. The main issues were having a time limit, perhaps using a reply slip on letter to book slots, involving other parents to boost ratio numbers, use list 99 and parent helpers with CRB checks. Kelly to follow up for next informal parents afternoon.

3. PTFA Funds and Fundraising:

Marie gave a run down of the accounts, all finances are balanced.

Laptop fund is doing well – 6 laptops and the trolley now funded.

A request for a petty cash to be set up for the family support was agreed with a total of £50 to be available using the same system for petty cash as the early years/classes.

4. Events/Activities this Term:

There is a disco planned on the 8th Feb. On previous discos it has been difficult getting helpers for the second disco. The possibility of changing the disco to a Thursday was discussed however Pam would not be available to co-ordinate the planning or attend on those days. Also it was felt fewer parents may volunteer on a Thursday due to work commitments. It was agreed to keep the disco to a Friday and send a letter out in books bags highlighting the importance of having helpers for the second disco. If the required number has not signed up by wed 6th Feb. then the disco would be cancelled.

5. Ongoing Areas:

A suggestion for a poster or cake board to be made and displayed (possibly near the laptopometer) showing the total from the cake sales every month. To be looked into at next meeting.

6. Ongoing Fundraising Ideas:

Due to the weather in previous years it was suggested the summer fare be moved to a spring/may day fare. Everyone agreed this was a good idea. Discussion took place over idea to trial a Saturday event this year to enable families who can't make a Friday afternoon to attend and to open up to wider community. Used to be held on a Sat. Decided to try the Saturday this year. Tanya Watkins has volunteered to organise.

7. Any other business:

A request from Early Years for welly stands and waterproof trousers. Need to look into donations from Go Outdoors and ask if any parents/grandparents have skills to make a stand.

A message was received from the staff and office thanking everyone for giving plenty of notice for any assistance required.

8. Date and time of next meeting – Thursday 21st March 1.30pm