**St Michael's C of E Primary School PTA**

**Thursday 22nd April 2021**

**Minutes**

**Attendees:**

Parents: Hannah Ringrow; Amy Melillo, Jessica Bailes

Teachers: Jennifer Waller,

**Apologies:** Lizzie Arkley, Karen Cook; Cecily Leverton; Hayley Heley; Keri Vickery; Jemma Millard

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|  | **Minutes** |
| 1 | **Committee Members**Vice Chair: Jessica Bailes  Nominated: Hannah Ringrow Seconded: Amy Melillo |
| 2 | **Communication:****Newsletter**We will create a regular newsletter to go out to all parents to detail all events planned, where money has been spent & raised. A version can be added for the new parents in the welcome pack.* Jen to communicate date for new parents meeting
* Cecily to investigate setting up new reception class early on classlist
* Lizzie to create a newsletter template to include QR code for classlist, sway link, PTA email address, details of non-event fundraising e.g Amazon Smile, school lottery, Amazon wishlist
* Hannah & Amy to coordinate on content for newsletter
* Newsletter to be printed for book bags & added to webpage & facebook and classlist.
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| 3. | **Upcoming events Term 5****Coin War** 26th April – 7th May* Amy to leave bottles in the hall for teachers to take to the classrooms.
* Hannah to collect after the 7th from the office.
* Amy to get sweets as prize for winning class

**Doughnut Sale** Friday 21st MayTBC with KirstyOrder at beginning of week via classlist or slip to the office, deliver on Friday. Correct amount of doughnuts delivered to each class.* Jen Waller to check with Kirsty whether this is possible
* Leaflet (slip for the office & classlist details) & poster – Lizzie
* Cecily – Set-up classlist to order doughnuts online per class.
* Amy to coordinate purchase of doughnuts
* Hannah to have list of paid children to give to office

**Non-uniform Day** – Thursday 27th May* £1 donation to the PTA
* Put in newsletter

**Ice lollies**If anyone can think of a covid safe way to sell lollies, that doesn’t cross bubbles and cause parent gathering together then this would be a money maker. |
| 4. | **Events/Ideas for Term 6****Father’s Day**Items to purchase for Father’s day – we will need to call this something else to incorporate grandfathers, step fathers, uncles and helpful male carers - similar to Christmas class sale. Identify small sets the kids can buy for £1-£3. * Need someone to coordinate

**Quiz** Can we look at running a socially distanced event in the playground on a June evening. 6 people per table spaced out, BYO drinks & nibbles.* Jen Waller to check with Kirsty whether this is possible

**Smarties**Provide every child with a tube of smarties and ask them to return filled with money. An idea, depending on how much outlay cost.**Summer fayre activities**Plan the golden ticket & balloons in Mrs Robsons car ( Not week 5th July) - Need someone to coordinateAny other ideas will need to be managed in class bubbles. Nothing else agreed so far.**Raffle** This is one of the only ways to raise money this summer. We need to decide how to manage tickets/ online or paper.* Jess to coordinate, but all PTA members to support getting raffle prizes.
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| 5. | **Events/Ideas for Autumn Term 2021****Christmas Cards** – If this is to be done at school in art classes, it needs to be organised before the Oct half term - Hayley Heley to coordinate this.**Tea Towels/Bags**Lucy to pass on tea towel & bag details. The company does other items e.g. mugs which we could look at offering**Christmas glass jars** Children fill a glass jam jar with items ( up to a £1) and decorate. Bring them in and raffle off at £1 each. Similar to paperbags but added raffle/tombola to randomise which you get. Could be done covid safe is needed. |
| 6. | **Ongoing Fundraising – Non Event****Clothing bank**Hannah coordinating with Jeff Conway at St Michaels Rooms. CG Collections are checking access then will arrange delivery.* Hannah to contact Frome Valley Voice to put in newsletter. Can also be added in the church newsletter & school newsletter

Amazon wishlists* Jen to send list of what is wanted, items up to £15
* Hannah to update list & communicate when things are bought

Amazon Smile & School lottery * Included in school newsletter to show how much it makes & to advertise for more people to join.

Hoodies Can we get the small sizes sold for siblings. Possibly advertise for younger siblings & rainbow bears?**Catalogue*** Amy to look at Christmas catalogues similar to Webivory, where a portion of profits is given back to the school
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| 7 | **Finance:**No update |
| 8 | **AOB:**Next meeting:Next meeting in evening, in 2/3 weeks to plan raffle. Amy Melillo to arrange. |