



St. Thomas' PTA Meeting Minutes & Actions

Tuesday 10th November at 8pm

Attendees: Rhian Greaves (Chair), Rebecca Judson (Treasurer), Sarah Morley (Secretary), Joanne Hayes (Corporate Funding Officer), Sarah Mawby-Jeffries, Kia Howard, Catherine Meardon, Andy Hagger, Amanda Latimer, Anita Pollastretti, Sarah Dixon, Emma Fowler, Bec Till

Agenda Item	Minutes	Actions
1. Minutes & Actions from last meeting	<ul style="list-style-type: none"> Thanks to Angie Pollard for AGM minutes and all her help in previous year. There were no comments on minutes from last meeting - AGM Apologies from Angie Pollard, Sophia Pope, Claire Hyde, Eilidh Cumbor for not being able to attend today 	n/a
2. Finance update	<ul style="list-style-type: none"> Not much movement on finances since AGM, £6627 in the PTA Bank account. Monies from Smarties and for Christmas Cards incoming 	n/a
3. PTA Communications a. Communications with School b. PTA Communications Officer Role	<ul style="list-style-type: none"> Communications with School – ALL communication to go via Rhian to streamline communication directly with school and not overwhelm staff given they are dealing with current Covid 19 situation PTA Communications Officer Role – unfortunately the person who had volunteered to fill this role is not able to continue. We therefore urgently need someone to fulfil this role, it's more important than ever to have this role on the PTA. The job could be shared with another person, Sarah Morley will be on hand to help with any questions as she filled this post last year 	<p>Communications with School</p> <ul style="list-style-type: none"> ALL – please let Rhian know if you need anything PTA related raising with the school <p>PTA Communications Officer Role</p> <ul style="list-style-type: none"> ALL – please let Sarah Morley know if you want to find out more about the role and the key responsibilities (contact popplemorley@hotmail.co.uk) ALL – please advise Rhian if able to help fulfil / job share PTA Communications Officer Role (contact

		rhian.gilligan@yahoo.co.uk)
4. Ongoing projects	<ul style="list-style-type: none"> • Thank you to Becky and Bec for organising the smartie challenge. • Thanks to Hayley and Polly for organising this year's Christmas Cards • Final reminders about both projects to be sent out to all parents, carers and staff 	<ul style="list-style-type: none"> • Sarah Morley to send reminders about Smarties and Christmas Cards on Facebook and Instagram - COMPLETE
5. Future fundraising events	<p>Christmas Jumper / Colours Day</p> <ul style="list-style-type: none"> • Children will be encouraged to wear Christmas colours with optional donation of £1 per child - Date to be confirmed with school. PTA propose to do one non-uniform day each term as this is an easy way to raise funds <p>Christmas Colouring Competition</p> <ul style="list-style-type: none"> • Claire Hyde suggested this idea at the AGM; however, she is unable to organise the event due to work commitments. Agreed to charge £1 per entry and the school will choose a winner from each class. Need a volunteer to organise the event, choose a colouring template, communications, buy a small gift for each class. Sarah Dixon kindly volunteered to organise the event with the help of her Year 2 class. <p>Luxury Raffle</p> <ul style="list-style-type: none"> • Committee have discussed this and agreed that to run this prior to the end of the year is not feasible. Not the right time to ask local businesses to donate gifts or to ask parents for £5 per raffle ticket. Agreed to postpone this to later in the academic year, possibly the summer fair <p>Pantomime</p> <ul style="list-style-type: none"> • Normally the PTA pay for coaches for the trips to cinema and pantomime in December, however those events will 	<p>Christmas Jumper / Colours Day</p> <ul style="list-style-type: none"> • Rhian Greaves – confirm date for Christmas Jumper / Colours Day with school. COMPLETE – school have agreed date of Friday 18th December <p>Colouring Competition</p> <ul style="list-style-type: none"> • Sarah Dixon to arrange Christmas Colouring Competition with school. • Becky Judson to check cellar for colouring items on sticks from last year's Christmas fair <p>Pantomime</p> <ul style="list-style-type: none"> • Rhian to confirm date with school and arrange a team to organise snacks / treats <p>Visit from Father Christmas / Gift for each child</p> <ul style="list-style-type: none"> • Emma Fowler to look at options for gifts and arrange buying / delivery to school <p>Break the Rules Day</p> <ul style="list-style-type: none"> • Mr Campen and Rhian to discuss with school for approval.

not be happening this year due to Covid 19 restrictions.

- The good news is the PTA have booked a virtual pantomime for the children to enjoy! It's a performance of Jack and the Beanstalk starring Peter Duncan (of Blue Peter fame for those of us old enough to remember!) and it's all been filmed in his back garden. Each class will be able to watch the performance on the interactive board in their classrooms. The PTA will supply drinks and snacks for the children to enjoy whilst watching the pantomime, all we will ask for is an optional £1 donation to cover part of the cost for the treats.

Visit from Father Christmas / Gift for each child

- Unfortunately, this will not be possible this year due to Covid 19 restrictions. However, the PTA would still like to cover the cost of a gift for each child. Discussed idea to deliver gifts to each classroom in a stocking and tell the children that Santa has been. Emma Fowler has volunteered again this year to buy gifts and organise delivery to school. Suggested gift could be a bauble they could decorate at home.

Basket Bash

- Bren Billington has organised this in the past. Discussed pros and cons.
- Pros – exciting for children, love buying their own raffle tickets for the basket they want to win.
- Cons – too much value in each basket (up to 30 items in each) costs parents a lot but raffle tickets sold at a low price. Doesn't raise much for PTA. Agreed we need some rules e.g. cap on amount spent on items, sell tickets at slightly higher price (50p?)

Auction of Promises

Football Cards

- Becky to confirm how much this raised last academic year

Other ideas

- **ALL** – Have a think about any other fundraising ideas / events and bring to next meeting
- Sarah - to add to agenda for next meeting: Virtual disco for kids, feedback on virtual pantomime

	<ul style="list-style-type: none"> • Paul Bailey suggested this idea at AGM. Keep on agenda for discussion, maybe include for Summer Fair? <p>Break the Rules Day</p> <ul style="list-style-type: none"> • Everyone liked this idea and thought the children would love this. Might be good to run at the end of a term. Class could decide which rules their class will break and they each pay some money to break a rule. Mr Campen and Rhian to discuss with school for approval. <p>Football Cards</p> <ul style="list-style-type: none"> • Need to confirm how much was raised last year, maybe we could tie in with Euro 2020 (postponed to 2021) <p>Other ideas</p> <ul style="list-style-type: none"> • New ideas always welcome – virtual disco was suggested and to be discussed at future PTA meeting 	
<p>6. Corporate Funding update</p>	<p>Co-op Local Cause</p> <ul style="list-style-type: none"> • We are pleased to announce we have been selected as a Coop Local Cause. Big thank you to Joanne for submitting the application and championing this. • Potential for PTA to raise £5k – 10K • Needs to be promoted and get people to sign up for membership - ideas suggested posters for school railings / notice boards, could a • local estate agent promote this, local newspapers, Moor Magazine, Moor Mums, 4 Heaton’s Hub <p>Easy Fundraising v’s Amazon Smile</p> <ul style="list-style-type: none"> • Joanne gave a presentation on EF and AS. Agreed to promote both to ensure we use all forms of fundraising 	<ul style="list-style-type: none"> • Rhian to ask Mrs Morris about communication via Class Dojo – COMPLETE (unfortunately this will not be allowed) • Joanne to promote causes, look at ideas suggested – local newspaper, moor magazine etc • Bec Till and Catherine Meardon - produce a poster with links for all 4 causes and ask school to send out – COMPLETE

	<p>given that our events are limited due to Covid 19.</p> <p>Promotion of above</p> <ul style="list-style-type: none"> • Agreed need to promote all causes, including the 12 days of Christmas to all parents, carers and staff. • General feeling that there are too many communications from school and PTA too, so one communication promoting all 4 would be best approach. • Suggested producing a video to show how easy it is to sign up, however we need something sending out quickly due to black Friday and Christmas shopping opportunities to raise funds. • Video starring some of the children could be looked into in future – e.g. My Mummy hasn't signed up yet and it's so easy, even a child could do it. • One off communication via Class Dojo to reach all parents and carers may also be an alternative to email 	
7. AOB	<p>Agreed to carry forward to a future meeting:</p> <p>Totaliser Terracycle Lost Property School Parking</p>	<ul style="list-style-type: none"> • Sarah Morley to add to agenda for future meeting
8. Next meeting date	<ul style="list-style-type: none"> • Agreed next PTA meeting will be held on 9th December @ 8pm • This will be a quick progress update on ongoing projects prior to the Christmas Break • January's meeting will be to discuss plans for the new year 	<ul style="list-style-type: none"> • Sarah Morley to advise school, prepare agenda, zoom details and set up reminders on Facebook /Instagram