

St Stephens Community Academy PTFA meeting Wednesday 25th November @ 3.30pm

Apologies: Michelle, Tamara, Becky, Marie, Heather

Present: Helen, Sam, Jamie, Kelly, Sally, Kerry, Katie, Gareth and Laura

Welcome to new members: Sam Clark, Ellen Gerry and Katy Lacey

C/A: £2265.00

Christmas Bingo: To be held on Friday 11th December. Doors open 6pm, eyes down 6.30pm. Letter is being sent out on Friday 27th November. Hall to be set up from 5/5.15pm. Kerry is going to source raffle prizes etc. Decision to sell mince pies during the bingo was made. Laura will contact Shelly Vanstone at Tesco for a donation. Helpers for the bingo are: Sam, Jamie, Kerry, Helen, Marie, Kelly, Sally and Gareth. Need to discuss locking up at the end of the evening with Bob.

Christmas Disco: Thursday 17th December. One disco for all classes 4.30-5.30pm. Letters will go home on Thursday 10th December. Kerry is going to get glow bands and tattoo's. Jamie/Helen will ask for permission to use Mr Hudson's room and laptop. Michelle to add to the letter/permission slip a song request section. Sam/Gareth are going to source music. Laura will be the DJ and lights are needed. Helpers will be: Sam. M, Jamie, Helen, Kerry, Sam. C, Katy, Gareth, Katie and Laura. Tamara, Heather and Becky to be asked. Miss Goodman will also stay.

Key Stage 2 Carol Concert: This is being held on Tuesday 15th December. Michelle has requested a donation of cream from Rodda's. Letter for local business's has also been done to try and get the mince pies donated to cut our costs. As we also pass some on to the Arb we will need 300 mince pies in total. The hall is to be set up at 1.15pm by Michelle, Gareth and Katy. Helen to book kitchen/oven. Sally, Kerry, Laura, Gareth, Ellen and Katie will serve/sell drinks and mince pies. Tea/Coffee with mince pie will be 75p.

A.O.B:

- ⑩ **FunMats** raised £82.00

- ⑩ **Gifts:** Sally to organise gifts for Bob, Football Coaches and Mr Addis

Christmas Crackers: Sally will purchase the Christmas crackers for the Christmas lunch on Wednesday 16th December.

- ⑩ **Events from January**

Cake sale – Friday 22nd January 2016

Valentines Disco - Friday 12th February 2016

Easter Bingo – Wednesday 23rd March 2016

Cake Sale – Wednesday 20th April 2016

Quiz Night – Friday 29th April 2016 (Gareth/Laura to sort questions- ask Michelle)

Beach Party Disco – Friday 27th May 2016

Summer Fayre – Friday 24th June (non uniform in exchange for sweets)

Summer Disco – Friday 15th July

- ⑩ All disco's except the Halloween will now be one disco for all classes.

- ⑩ Discussed future costs from the PTFA. This included purchasing a laptop for the hall, Waterproof suits for classes 1 and 2 at a cost of £300 and books for KS2 costing £800 (books have been paid for)

- ⑩ KS1 has a shortfall of funds for their Circus Workshop which is their Christmas treat

- ⑩ KS2 bus for Cinema Trip

- ⑩ National Lottery Awards for All. We could possibly apply for a grant. Kerry will enquire

about this.

- ⑩ The Gazebo's used for sports day need replacing. Letters to go to Argos, B&Q and Tesco.
- ⑩ Registered Charity. Are we a registered charity and what is the number? Michelle to supply information.
- ⑩ Fund matching. Enquiries to be made by Katie – Nomenca. Gareth- Santander/Barclays. Jamie via Simon Gregory – Ambrosia
- ⑩ Classes 3 and 4 also need waterproofs at a cost of £300
- ⑩ Film Club relaunch. To be run once a half term on a Friday 3.15-5.15pm. Two members of staff will need to be in attendance and four PTFA members will also be needed to help. There will be a £1 entry charge which will include squash or water. We will need to purchase snacks for children to buy. Kelly will organise the films. Perhaps children could vote on what is to be watched? The first Film Club could be held on 29th January. Sam. C, Sam. M, Kelly and Jamie to attend. Michelle is to do a letter and check it with Kelly.
- ⑩ Quilt- Mrs Hine- to raise money for the school. Possibly a raffle prize. Needs to be decided.
- ⑩ Donations from the KS1 Nativity and KS2 Carol Service will go towards the Church roof fund.

Next meeting TBC