

PTFA MEETING
THURSDAY, 25th JANUARY AT 5.00PM

MINUTES

Present: Manjit Basi
Satwinder Basi
Vena Kaur Bhakar
Raj Dixit
Ruby Nayyar
Tia Singh
Jag Singh
Razia Velji

Apologies: Kunbi Olubiyi
Soniya Khan
Karim Velji

In Attendance: Mrs V McNaughton – Headteacher
Ms H Roddy – Office Manager/PA to the Head
Mrs Chris Brown – School Governor

1. Welcome

The PTFA Chair, Manjit Basi, welcomed all to the meeting.

2. Update on Christmas Fair Profits by Mr Dixit - Treasurer

Mr Dixit reported that £3009.56 was raised at the Christmas Fair (more than double of last year's Christmas Fair profits) and that adding that to the current balance, the PTFA account is currently £4673.29. The raffle raised £580.

3. Feedback on the Fair

- Entertainment was felt to be very positive overall. The balloon man was a big hit but it was suggested that tickets be sold in advance for the balloon man so that children who hadn't brought cash could purchase one.
- It was suggested that for next year's Grotto, it be changed to ensure that Santa cannot be seen without 'coming into' the Grotto. It was suggested that tickets be pre-sold and time-slots booked for the visit to the Grotto, in order to both increase 'hype' and again, get parents to pay for this in light of the fact that pupils may not come with cash and on the day opt for spending on smaller items (candies, cakes, etc.) rather than all their tickets to just go to the Grotto.
- Food was felt to be excellent both in its quantity and quality. The range of foods were excellent and parent's donations ensured that minimal amounts were spent to purchase food, leaving most of it to profit.
- The wide participation of parents was appreciated.

- The raffle prizes were really good and it was suggested that in order to raise more funds that tickets should be distributed earlier to students and that the children should be motivated to sell them. Examples might be 'house points' for each book sold or a prize for the class that sells the most raffle books (with weekly announcements saying who is in the lead).
- Need to find a way to get more parents to attend.
- Tickets to purchase things at the fair should be put in an envelope by each stall to (a) monitor how popular each stall is and (b) to ensure they are not thrown in the bins (and then taken by students for re-use). Tickets to be pre-cut to save time.
- Stronger entrance monitoring is required (as some folks just walked in saying they were coming to pick-up their child).
- Encourage older children to assist at stalls.

Action: Vena to register with Redbridge (£40) to state that we had carried out a local raffle. It's an annual fee.

Action: Helen to check if the £10 vouchers in the Santa Grotto gifts are still part of the unused gifts; if so they can be utilised at a future event.

4. Discussion – Utilisation of funds from the Fair

The school wants £12,000+ to purchase one class set of iPads. A discussion ensued to clarify why this was required and also if there were not already (as stated on the URSPSI website), one class set of laptops for all classes from year one upwards. It was stated that the laptop sets per class were there for year three to six but that a roaming class set was used for KSI. It was felt that the laptops, which the school claimed were very old, ought to be 'cleaned' as this would speed them up and ensure they could be fully utilised. It was also suggested that parents might be able to get a better deal on the IPADS and that the school could share the specifications of the quote with parents to see if a cheaper deal could be acquired.

Some parents raised the concern that they would like that the toilets to be refurbished in reception and elsewhere and that this was a priority for the parents. They were assured that this was already within the budget and due to happen over Easter or the summer holiday.

It was felt that the PTFA ought to invite other parents to suggest/voice their wish list for use of funding raised. The school management reiterated their funding request for the IPADS in order to further their IT curriculum.

Action: Helen to share quote of IPADS with PTFA members.

5. Future Events Brainstorming

- Selling roses for Valentine's or Mother's Day (Vena, Tia and Manjit to discuss and coordinate)
- A movie night on Feb 23rd from 4.30 pm – 6. 30 pm. Popcorn and drinks to be offered to children. Movie to be selected. (Manjit to coordinate with Soniyah)
- Easter – perhaps to hold some activity around Easter; school does a fair amount around this at the moment so still up for discussion.
- School disco
- PTFA to organise and sell food for the May 8th Summer Concert event being organised by the school.

Next Meeting Date: March 8th, 5pm