



## **MINUTES**

### **Shaftesbury Park Primary School – PTA Committee Meeting**

**PLACE:** Tuesday 9<sup>th</sup> July, 2019, 6.30pm

**DATE:** Lower Hall

**REF:** 09.07.19

**ATTENDEES:** Alistair Anderson (AA), Amy Goodridge (AG), Bunmi Richards (BR), Stella Campbell (SC), Betty Ba (BB), Nabi Toktas (NT), Tori Jeeps Brown (TJB) + PTA Members

**APOLOGIES:** Diana Ardeva (DA), Arlette Mabini (AM), Emma Reed (ER)

**DISTRIBUTION:** Shaftesbury Park School PTA

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#### **Review of previous minutes & actions**

SC took the PTA through the previous actions.

SC summarised with the PTA the recent summer fete and confirmed the money raised from the fete was circa £2,500 profit. Added that there was a lot of positive and happy feedback from parents.

#### **Financial Accounts**

BR confirmed the school would be contributing £500 to the PTA following the success of summer fete.

BB to raise an invoice on behalf of the PTA for the summer fete contribution.

#### **The PTA 2019-2020**

SC discussed with the PTA the roles of the various committee members, confirming that the committee would always consist of a Co-Chair, Co-Treasurer & Co-Secretaries with representation from both Enterprise and Bilingual.

SC confirmed that that all parents & guardians at Shaftesbury Park School are automatically members of the PTA and therefore can join/attend any of the PTA meetings.

SC confirmed that the PTA would continue to seek guidance from the school, especially during the next 12 months., to ensure the success of the PTA for the benefit of our school.

SC and the PTA discussed future fundraising for the school. Along with the set events – Summer/Winter fetes, new ideas are being encouraged and consideration will be given to these along with local charities to be supported.



SC asked for greater transparency and details from the school with regards to projects that require fundraising.

The PTA discussed the idea of visual boards to show target amount required and also to share the funds raised with the parents/donors, as part of continued encouragement and transparency.

BR explained to the PTA the current project in focus - the refurbishment of the small playground in Early Years, which has obtained part funding from the Council. The PTA's contribution to this will be open for discussion in the new school year.

SC has suggested that fundraising goals also need to target smaller important needs with more immediacy in attainability and results.

AA suggested that the PTA and the school both submitted ideas for future fundraising goals. SC agreed that this list will be tabled for discussion in September.

### **Events/Dates**

AA confirmed some dates for charity and school fundraising events for the new school year:

Autumn Term (Friday 27<sup>th</sup> September): Macmillan coffee morning

Spring Term: A local charity to benefit from a topic linked to the Enterprise scheme

Summer Term: The School Council with the PTA, to research and nominate various global charities. School pupils to debate choose which to contribute to.

The PTA discussed local charities the school could contribute to over the calendar year. SC has suggested that the school look within the local Wandsworth Community as a way of effecting positively our own environment and returning the support the community is giving to the school.

The winter fete dates were pencilled in for Wednesday 4<sup>th</sup> December and BR would confirm the date at the September meeting

The PTA discussed holding another 'Snowstorms & Blizzards' parent/teacher party for the last Friday in November. To be confirmed in September's meeting.

### **PTA dates for 2019-2020**

PTA dates for the next school year were discussed and it was agreed to hold monthly on Tuesdays. Please see dates below:

Tuesday 10<sup>th</sup> September 2019

Tuesday 8<sup>th</sup> October 2019

Tuesday 12<sup>th</sup> November 2019

Tuesday 10<sup>th</sup> December 2019

Tuesday 14<sup>th</sup> January 2020

Tuesday 11<sup>th</sup> February 2020

Tuesday 17<sup>th</sup> March 2020

No April meeting due to Easter holiday

Tuesday 5<sup>th</sup> May 2020



Tuesday 9<sup>th</sup> June 2020

Tuesday 7<sup>th</sup> July 2020

It was agreed the AGM would be held in the Spring Term with the date to be agreed upon at the September PTA meeting.

### **Communication**

The Committee discussed communication options amongst themselves and the PTA members.

It was agreed Whatsapp was the best form of communication when there is a specific event, eg. Seasonal Fetes, school discos, etc. The Whatsapp chats will be set up by the PTA Chair. Communication will be between 7am and 9pm during event organization and will deal only with that event.

The PTA chat room is open from 7am to 10pm Monday to Friday and is only for the sharing of school information, and reminders. All this will be reiterated in the new school year.

The committee also discussed the best way to communicate with the school as a whole, and it was agreed the PTA would have a page on the school website. This page would contain all the information on the PTA including contact details, who the Committee members are, how to join, and the PTA Vision Statement and Mission.

It was agreed the PTA would form part of the school welcome pack and SC has agreed to put together a paper (one page) with a brief outline of what the PTA does, meeting dates and contact information.

CW explained that she had put a paper together for the 'acceptable use of social media' which the PTA can use to form part of the Welcome.

CW suggested a member of the PTA committee talk at the prospective parents meeting. It was agreed JH would notify the PTA of these dates

### **AOB**

AA asked the PTA through class representatives to ask parents & guardians to please fill in the school feedback reports, which can be found on the back of the school reports.

Meeting closed.