



# Our Lady of the Assumption Catholic Primary School PTA Agenda



Wednesday 05/02/2020  
9-10am

**Present**

**Parents:** Sarah Smith, Joanna Defaye, Amy Bowden, Ellie Brewer, Kim Ennis & Lucy Dyde (Minutes)

**Staff:** Rachel Askew (Headteacher)

1.	<b>Apologies</b> - Grace Tyrrell, Kerry Henderson,	
	<b>Items to discuss</b>	<b>Who</b>
2.	<b>Previous Minutes</b> 13/11/2019 - Reviewed and agreed as accurate	<b>ALL</b>
3.	<b>Update to fundraising events 2019/20</b> Scholastics £329.79 commission to use in the Scholastics shop Clothes recycling £95.50 School Disco £236.18 Break the rules day £222 Xmas wrapping room £240 Raffle and refreshments £122.5 Cinema Evening £330 after refreshment costs of £69 - some supplies still left	<b>LD</b>
4.	<b>School Lottery</b> LD advised that the target of 50 tickets had not yet been met so the guaranteed prize draw had reduced to £10.80. Discussion regarding whether the PTA join was held and agreed that the PTA should purchase a ticket - winnings would go into PTA bank account. Numbers chosen are: 5,8,7,2,4,3 <b>ACTION</b> <ul style="list-style-type: none"> <li>• LD to speak to PTA bank regarding direct debit for ticket purchases</li> <li>• RA to share information re Lottery with Governing Body</li> <li>• RA to check OLA church newsletter for information about School Lottery</li> </ul>	<b>LD</b>
5.	<b>Fundraising Ideas</b>  <b>Mother's Day (Sunday 22<sup>nd</sup> March 2019) wrapping room - Week beginning 16<sup>th</sup> March 2020</b> LD confirmed RA has agreed following days for volunteers to provide the	<b>ALL</b>

wrapping room Mon/Tues/Weds lunchtimes

**ACTION**

- LD to advertise event on Facebook Page
- LD to send information to School Office for parentmail and Eduspot payments
- Office to remove from School shop by 9am on Monday 16<sup>th</sup> March and then print a list for the volunteers.

**School Disco**

- DJ booked for 1<sup>st</sup> May KS1 3:10-4:10pm & KS2 4:15-5:15pm
- Glow sticks, crisps and sweets will be sold for a small charge
- Tickets £2.50 to include unlimited squash

**ACTION**

- LD to purchase refreshments
- LD to send information to School Office for parentmail and Eduspot payments

**Fathers Day (Sunday 21<sup>st</sup> June 2019) wrapping room- Week beginning 15<sup>th</sup> June 2020**

LD confirmed RA has agreed following days for volunteers to provide the wrapping room Mon/Tues/Weds lunchtimes

**ACTION**

- LD to advertise event on Facebook Page
- LD to send information to School Office for parentmail and Eduspot payments
- Office to remove from School shop by 9am on Monday 15<sup>th</sup> June and then print a list for the volunteers.

**Summer Fete - 3rd<sup>th</sup> July 2020 3-5pm**

It was discussed that due to lack of volunteers the summer fete had not gone ahead for the last 2 years. Agreed a letter to go out ASAP to ask for volunteers - responses to be sent back by 06.03.20 and a dedicated meeting to be held 11.03.20 to discuss viability of fete

**ACTION**

- LD to send letter to RA for distribution to parents
- KE to contact Community Church for loan of games items

**Free Books**

KE to find out more and bring information to a future meeting.

**Cinema Evening - date agreed 15<sup>th</sup> May 2020**

It was agreed that the PTA could host another cinema evening in the school hall straight after school on Friday 15.05.20 3pm - 5:15pm

- Children to vote beforehand as to which movie they would like to watch
- Children to be given the option of bringing nightwear to change into
- Children to sit on gym matts and benches

	<ul style="list-style-type: none"> <li>• Charge of £3.50 per cinema ticket</li> <li>• Refreshments: <ul style="list-style-type: none"> <li>○ Popcorn</li> <li>○ Squash</li> </ul> </li> </ul> <p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• LD to send information to School Office for parentmail and Eduspot payments</li> </ul> <p><b>Sports Day and Family Picnic - TBC by RA</b></p> <p><b>Family Lunch - TBC by RA</b></p>	
6.	<p><b>AOB</b></p> <p><b>Whole School Panto</b></p> <ul style="list-style-type: none"> <li>• RA advised VAT may be able to be claimed back - to advise LD</li> <li>• PTA to sponsor future trip to panto - RA to bring back options for discussion at future meeting</li> </ul> <p><b>Fancy Dress donations</b></p> <ul style="list-style-type: none"> <li>• AB to be made Admin on Facebook group and will create an area for discussion re loaning of fancy dress items and links to 'easy fancy dress ideas'</li> </ul> <p><b>World Book day</b></p> <ul style="list-style-type: none"> <li>• Date TBC by RA</li> </ul> <p><b>Facebook link</b></p> <ul style="list-style-type: none"> <li>• LD to provide this to RA for parentmail</li> </ul>	
7.	<p><b>Next Meeting Date - 11.03.20 9-10am</b></p> <p>Items to discuss:</p> <p>Summer Fete</p>	

If you would like find out how to get involved or to join the mailing list for the PTA please email: [pta@ourlady.coventry.sch.uk](mailto:pta@ourlady.coventry.sch.uk)

You can also join the PTA Facebook page, search: Our Lady of the Assumption PTA

Without Parent Volunteers the planned events cannot take place.