



John Rankin Schools

PTFA Meeting
 Thursday 15th September 2022
 John Rankin Junior School

Minutes

Present: Emma Odwell (Chair), Michelle Evans (Vice Chair), Rebecca Hunt (Secretary), Kate Brear (Co-Treasurer), Ryan Pascoe (Co-Treasurer), Flora Cooper (Executive Head), Katy Atkins, Amber Parker-Wilson, Helen Douglas, Jennifer Allen, Jo Hicks

Apologies: Kerrie Newton, Nick Wakeham, Yvie Creasey, Nia Wharry, Vicky Breakspear, Rachael Knight, Helen Higgons, Vicky Hesketh, Sandra Kriel

1. WELCOME & APOLOGIES.	ACTION
<p>Emma opened the meeting and apologies were noted.</p> <p>2. MINUTES FROM 15 September 2022.</p> <p>Christmas cards- Feedback from Kerrie was that the whole process was very easy and the service was good. They did apologise for the delay in the school delivered items as they had been let down by their courier. (Though they still arrived within plenty of time for Christmas and earlier than the previous company we used). Pleased with the quality of the products. Happy to use again though we haven't yet been paid so this needs chasing! Orders were down compared to previous years (impact of cost of living increasing? Less people sending Christmas cards/Postal strike?)</p>	<p></p> <p>Kerrie Newton</p>
<p>3. TREASURERS REPORT.</p> <p>See the attached Financial report for the period of 1st October 2022 to 19th January 2023</p> <p>Raised just under 10k during the autumn term.</p> <p>New tablecloths and extension leads are now purchased.</p> <p>Amazon Smile is stopping now unfortunately.</p> <p>£13k ringfenced for libraries. £13k left to spend</p> <p><u>Changes to the PTFA bank account:</u> The members agreed that the following people should be removed from the current bank mandate, now they are no longer involved in the PTFA in a capacity that requires access to the bank account: Nia Wharry Sheila Collins Sylvianne Wheable Felix Rayner</p>	<p>Kate</p>

<p>Amy Watkins And that the following two people be added to the account, with full access and debit card for PTFA purchases, memberships and expenses: Ryan Pascoe (co-Treasurer) Rebecca Hunt (Secretary) For the avoidance of doubt, Kate Brear will remain on the account until she steps down from the co-Treasurer role.</p>	
<p>4. CHRISTMAS BAZAAR FEEDBACK</p> <p>Event went well. Was a busy event which was well attended.</p> <p>Raised just over £3000 which was slightly better than the last Christmas Bazaar in 2019 so pleased with the amount raised especially due to the rise in living costs that we are facing at the moment.</p> <p>Some things to improve on for next time- Rebecca has kept a record- but main points were:</p> <ul style="list-style-type: none"> -Better signage for the grotto – ticket sales were low – and position the ticket table closer to the hall entrance if being kept in same place as this year. Lots of presents left over which will be used for next year. - Better signage for the Secret Present Room -including signs explaining that ‘No adults allowed, please wait in gazebo’ and ‘Please wait for your child to be called by an Adult’ as lots of parents were going into the room and children were going in without being called by an adult. Having an adult on the door would be useful if enough volunteers. <p>Also need to make it clear to Volunteers at future events that the adult tombola and wine game can only be played by adults/children must be with an adult to play.</p> <p>Donations for Secret Present Room and the Adult Tombola were low this year.</p>	<p>Rebecca</p>
<p>5. TEACHER REQUESTS UPDATE</p> <p>No money has been spent yet</p> <ol style="list-style-type: none"> 1) Outdoor Library (Miss White) <ul style="list-style-type: none"> - Hoping to have set up by World Book Week 2) Junior library project <ul style="list-style-type: none"> - Mrs McGall is still to fill us in with the progress 3) Foundation Stage 2 adventure playground (Mr Taplin) <ul style="list-style-type: none"> - Going to cost more than initially thought as more groundwork and drainage needs to be done. No money ringfenced yet so need to bare this in mind for future money raised. Phil is still waiting for quotes to come in so will keep us informed. 	<p>Miss White, Emma</p> <p>Mrs McGall, Emma</p> <p>Mr Taplin, Emma</p>

<p>6. SPONSOR ME DAY</p> <p>Will focus on reading again. Discussed a hybrid of a few ideas – further planning needs to take place to put a plan in place.</p> <p>One possible idea: Hold a ‘Reading Lock-in’ on Wednesday 29th March after school which children get sponsored for. Have an early shift for infants and late shift for Juniors. Children can come into school for a set time wearing pjs and bring in cushions/blankets etc. They can come into the hall and read a book by themselves/with friends or go to one of the classrooms where an adult will read them a story.</p> <p>For those who can’t attend the evening they could do a sponsored read over the week like last year.</p> <p>Need someone who is willing to take charge and lead this event- so please do let us know if this is something which you would like to get involved in.</p>	
<p>7. KS1 AND KS2 DISCOS</p> <p>Due to the increased popularity of the last KS2 disco we are going to hold a separate Y3/4 disco and Y5/6 disco. Same night but separate times. Y3/4 – 5.30-6.30 Y5/6 – 7-8pm</p> <p>Discussed Y3/4 entering and exiting through Oak and Beech class and Y5/6 entering and exiting through Willow and Chestnut class. Only start letting Y5/6 children in once most of Y3/4 have gone.</p> <p>Trialling not having face painting and tattoos this time round as there were massive queues which impacted on space and lots of children were disappointed that they ran out of time to get their faces painted.</p> <p>End of disco, whilst we tidied up and swept, need to check for any sweets which have gotten stuck to the floor- mop the floor afterwards.</p> <p>FS2 disco- will hold a Teddy Bears Disco where they can bring along a teddy bear. Come in and sit down to have snack and drink and then disco.</p>	<p>Katy Atkins Rebecca</p> <p>Michelle, Emma</p>
<p>8. SUMMER EVENT</p> <p>1st July – everyone is in agreement to hold a Colour Run Fun Fest again. Planning meeting date – 13th March – 8pm Bowlers Arms? (place will be confirmed)</p>	<p>Rebecca</p>
<p>9. FUTURE EVENTS:</p> <ul style="list-style-type: none"> ● Y1 & Y2 disco – 22nd February 3.10-4pm ● Bag2school – 20/21 Feb ● Y3/4 and Y5/6 Discos- 24 February 5.30-6.30/7-8pm ● FS2 Teddy Bears Disco – 1st March 3.10-4pm ● Summer Event Planning Meeting- 13 March 8pm The Bowlers Arms? 	<p>Rebecca & Katy Michelle Rebecca & Katy Rebecca & Katy Rebecca</p>

<p>(TBC)</p> <ul style="list-style-type: none"> • Sponsor Me Day -29 March TBC • Easter Egg Hunt – 30 March • Break The Rules Day – 26 May • Bag2school – 5/6 June • Mufti day – 30 June • Colour Run Fun Fest – 1 July 	<p>?</p> <p>Rebecca Rebecca Michelle Rebecca Rebecca</p>
<p>10. ANY OTHER BUSINESS.</p> <p>Laura Pearce has requested some funds for: The school hamster – some equipment/accessories needed £140 A worry monster for each Infant class £72 Tuff spot stands for KS1 playtime £320</p> <p>All agreed to ringfence £550 to pay for these costs.</p> <p>Next meeting: TBC</p> <p>MEETING CLOSED AT 9.00 P.M.</p>	