



Finchale PTA

24th January 2025

3:30 – 4:30pm

Year 3 Classroom

Attendees

Lorraine Board (Chair); Mrs Nower (Teacher Chair); Miss Ward (Head Teacher); Ron Trickett (Vice Chair); Emma Simson (Treasurer); Nadine Inglis; (Secretary); Claire Moore (Secretary - minutes);

Apologies

Geanina Llinoui, Lisa Clark, Andrea Muter, Kev Willis, Louise Goodyear

1. Welcome and Introductions

Miss Ward attended and Introductions were made.

Request from Miss Ward for all to sign in / out when attending meeting for Safeguarding . All agree this was needed and will ensure it takes place going forward.

Talked about Christmas Fair, Miss Ward was present. All felt it went well. Sand was popular again. Preloved was not as busy.

2. Spring Disco

Date set – Thursday 20th February 2025

KS1 - 4:30pm

KS2 - 6pm

DJ is Nikki Noo Noo, fine with the timings.

More structured with games etc., need to keep KS2 more engaged with music.

All happy with plans for catering and sweets etc. Lorraine will check the office re allergies.

At Spooky Disco one child asked for a hotdog but was not on the list, no parent confirmation. They had asked for a Veg hot dog.

Red wristband for allergies, to keep on and not cut off. Lorraine to check amount of wristbands.

More information in emails around Safeguarding to address concerns from Spooky Disco. Need a list of parents staying and a list of people helping.

Miss Ward advised on a register of children and adults for Fire Safety. Teachers will take name of child as come in and mark number of adults at the side, then wristband.

Quiet space works well, need one Volunteer and One Teacher present in library. Lorraine will purchase more fidget and sensory toys.

Lorraine has done Draft Risk Assessment, any comments welcome. Miss Ward will check with Staff and where they are on the night, will look to update all on sharepoint.

Craig's Coaching booked in for the 20th, Mrs Nower will check.

3. Future Events

Book Stall - 6th March, any one to help? Lots of books in the PE cupboard too.

Celebration of Reading Day – 13th June. Stall at Summer Fair. There are more books for younger children, need to check. Miss Ward asked about a book fair, to be discussed further.

Easter Hunt – Friday 11th April. Done in the memorial garden, with laminated cards and a special egg. Every child gets a cream egg and allergies noted. Needs to be added to PTA calendar.

Easter Trail – Done over the Easter holidays last year, trail around the estate looking for coloured and numbered eggs. Lot of work but there were entries. Do we do this again? To be discussed further.

Sports Day – to consider drinks again.

4. Spend Ideas

Mrs Lennox has suggested books for the library and the ones that go home with pupils.

Transport was discussed as trips and visits can become expensive, big topic in school. Question if PTA can subsidise. Claire queried allocating an amount to each year group, so they can use as needed.

Ideas for the Yr6 Leavers. Talked about other activities that could be done (e.g. send out and leave early). Miss Ward said they could invite parents in. Miss Ward agreed to look at what the School currently have in place

Leaver Hoodies - at the end of the SATS week seems suitable time to hand them out, say Friday 16th May. Forms to be sent to parents before Feb half term (Fri 14th Feb), request to be returned first week in March.

Lorraine asked if there were any Leavers / Starters due, Miss Ward advised not at present but would let Lorraine know.

Claire mentioned the Memorial Garden for the Yr4 parent who sadly passed away last year. It had been discussed about a tree and bench, which PTA had agreed to make a contribution too. This needs follow up and discussion with Andrea Muter.

5. Communications and Website

Lorraine sent over the draft PTA patter for viewing, Miss Ward will send over photos to include of things that have been done (e.g. discos, prom)

Ron has access to the PTA section of the website so can upload.

6. AOB

Claire asked about purchasing boxes for storage, especially for under the stage as there are loads of books and toys still left over. Miss Ward to check if under stage area is PTA space. To be discussed further.

Claire asked about an open Day at the School, say 10 - 2pm on a Saturday to try and sell books and toys. Thinking this might capture some parents and children who cannot usually make the Fair. It would also see how a weekend would work for future fairs.

Discussion around opportunity for students who may want to come along for selling cakes, things they have made, including for a charity – like a Social Enterprise. No external providers have been invited in recent years as kept fairs as a PTA event. Further discussion may be needed.

7. Date and time of next meeting

Friday 4th April 2025, 3:30pm, Classroom 3