



Finchale PTA

8<sup>th</sup> November 2024, 3:30pm, Year 3 Classroom

### **Attendees**

Lorraine Board (Chair) Mrs Nower (Teacher Chair); Ron Trickett (Vice Chair); Nadine Inglis; (Secretary - minutes); Claire Moore (Secretary); Gayle Foster (Governor); Louise Goodyear; Andrea Muter; Lisa Clark. Kev Wills (Treasurer) via zoom; Sarah Prescott via zoom.

### **Apologies**

Emma Simson (Treasurer); Geanina Ilinoui,

### **1. Welcome and Introductions**

All were welcomed to the meeting and introductions were made.

### **2. Last minutes**

Last minutes were agreed.

### **3. Spooky disco feedback**

We need a reliable DJ. Nikki Noo Noo is booked. General feedback to have more music and dancing and less conversation.

Wristbands work well. Plan to continue with these and use 1 wristband per item for allergies. For example, 1 for sweets and 1 for hot dog.

Safeguarding and the numbers of staff and volunteers were discussed. To comply with safeguarding a list of all in attendance prior to the event will take place. A check of all in attendance will be reviewed to ensure that each area has a member of staff present.

No mobile phones to be used at the discos. This will be added to comms prior to the event.

Sweet bags were a success, Lorraine is happy to continue with this with helpers to prepare bags. This had a big cost saving. There was discussion on allergy information and how these are prepared safely. No allergies are present in the sweets.

Discussion around the increasing cost of the disco as it has been several years since any increase. Discussion around increasing the basic ticket price by 50p or £1. A maximum of £5 in total for disco, hot dog and sweets. Factors like increasing costs in standards of living generally and pupil premium were discussed. The option for anyone requiring assistance is to contact the school. PTA would not know who these pupils are. An agreement of increasing the basic ticket price by 50p was agreed.

The sensory room was a success, it needs remain for children who need it. More sensory toys may be purchased prior to the next disco.

#### **4. Christmas Fayre**

Arranged for 3.30 – 5pm Friday 29<sup>th</sup> November.

Set up from 1.30pm.

Volunteers available were discussed. Everyone to confirm on the Whats app group to plan stalls.

Kev Willis, Emma Simpson are unavailable.

Lorraine circulated a proposed plan for stall lay out.

Planned kitchen sales: mince pies / cakes / hot chocolate cones. Allergy safety discussed. Price around 50p for a drink and cake.

The possibility of the Enterprise group to run a stall, Mrs Nower to check.

Are Year 6 pupils interested in running a stall? Nadine to check with Mrs. Sleeman.

Ben Inglis to check if SWAG can run a stall.

Choir to start the Christmas fayre. 2 or 3 songs organized by Mrs Nower.

Christmas music is to be played after the choir perform.

The one-way system is to be used again to manage congestion. Signage to direct people. Entry to the fair will be via Main reception.

Louise will do the lucky dip Santa chimney. She has started preparing for this. There will be spares alternatives for allergies.

Small and large prizes need to be purchased.

Squishmallow for name the teddy. Ron will look into this.

Emma will provide a cake to guess the weight of the cake. She has ingredients list.

Lorraine Board is sorting an allergen free sweet jar for guess the number of sweets.

Sand stall. Nadine to check and order stock.

Kev and Ron will look at card payment options and set up.

Tombola chance of winning discussed. Sarah has started to ticket the tombola items. Slightly more chance of winning this time.

Lorraine will check with Emma about grids for guess the name games.

Guess the number of balls in the reading room discussed. Footballs or small ones. Likely we will save this for the summer fayre as outdoor stalls don't have much attendance.

Other stall ideas discussed, advent calendar win a small or large prize behind a cup.

Raffle ticket pick, pay the price of the ticket in pence and ticket or tickets picked as a winner.

Spinner grid with prizes.

Christmas themed treasure hunt.

Raffle

External suppliers, agreed not at this time.

All extra stall ideas are dependent on more volunteers.

The library and reception class can be used to utilise the space.

An idea of costs to be communicated to parents prior to the fayre.

## **5. Santa's Grotto**

Santa is available Friday 20th December. Lorraine is sorting the presents. She will say if help needed wrapping these. Timings to be checked with school and Santa as the Christmas sing along likely to be longer this year. Nadine helps Santa on the day.

## **6. Communication to parents**

Feedback on Spooky Disco.

A parent or carer are to stay with their child for the fayre.

Miss Bosomsworth is updating the school website.

Asda cashpoint to be included.

Information about the Christmas fayre and request for additional volunteers to be sent out. Lorraine is drafting.

## **7. Website**

Ron Trickett to look into updating this.

## **8. Oudit**

School accounts are being audited. A request made for the PTA accounts be included. Lorraine to check with Kev and Emma.

## **9. Headteacher leaving at Christmas**

A discussion took place on Dr Whitton's long-standing tenure as headteacher how this could be acknowledged.

## **10. AOB Quiz, The Newton Grange is being refurbished so a date to be confirmed in the new year.**

## **11. Date and time of next meeting**

To be confirmed.