
FERN HILL PSA

MINUTES – 9TH MARCH 2017

Present

Lumia Kenyon
Robert Waiting
Adam Scott
Rachel Lea
Kavita Williamson
Camilla Waterman
Alan Waterman
Kate Bell
Salma Cranefield
Antonia Confalone
Beth Wheatley
Jenny Cheung
Louise Sullivan
Caroline McDonald
Victoria Wilson

Apologies

Steph Lawn
Nicola Elsdon
Gayna Bretherton

MINUTES OF MEETING 19TH JANUARY

The minutes of the last meeting were approved.

Buddy system

Camilla has someone who wants to learn how to run Bounce for Books and will buddy with her next year.
Kate looking at taking over Sports Day Cafe and perhaps Cinema Night from Rachel.
Still need someone to buddy for end of year parent social - Beer Band and Curry Night.

REVIEW OF EVENTS

Coffee Morning

- £22.66 in donations
- Not very well attended but a good event for those who did come
- Discussed running one in October as a welcome event for new parents.

Cinema Night

- £413.41 profit, roughly the same as last year
- Sold slightly fewer tickets than last year but the sweet sales were very good
- We'll use chairs next year for the children to sit on – mats were very messy and took time to clean up
- Check in stickers were handed out with tickets at the time of purchase along with an information sheet explaining what to do - this worked very well, as did the check in/out system.

Quiz Night

- £134 profit (plus £70 given in prize money to the winning team)
- Suggestion for drumming up ticket sales/support next year - have a teaser question in the weekly school newsletter for the 6 weeks leading up to the quiz
- Discussed the pros and cons of having a paying bar - although it could raise more money it would be too disruptive for the quiz. The PSA committee also like to take part so it would be difficult to man the bar
- Scheduling for 2018 – avoid Parents Evening week to ensure staff who want to attend can.

Bounce for Books

- Amount raised to be confirmed
- Extremely well run with lots of volunteers – very positive feedback from new helpers
- Having one staff member to liaise with prior to the event was very helpful
- Suggested next year to include a tick box on the sponsorship form to indicate you will make a single contribution – this might encourage parents who are concerned/unable to gather sponsorship to donate.

SUMMER TERM EVENTS

Coffee morning – Friday 28th April, Kate and Lorena organising.

2nd hand Uniform Sale – scheduled for Friday 5th May, Rachel and Salma organising. Letter to go out before end of term to let people know it's happening. Additional reminder and donations form to go out at the start of next term.

Sports Day Cafe - Thursday 25th May, Rachel organising.

New Parents Welcome - Thursday 22nd June, will combine wine etc. order for this with the Summer Fair drinks order.

Beer Band & Curry Night - Friday 7th July, Rachel and Salma organizing. Tinu arranging curry.

Dads Breakfast - Friday 14th July, Panchali organizing. Need to check if she has a buddy.

Reception parents welcome – Friday 14th July, on class change-over day.

SUMMER FAIR

- Alan has formed a Committee and reported all in hand
- Theme - a Celebration of Sport (tie in with Active Week in May).

FUNDRAISING & SPEND

Spend

- Playground seating – plan to restore what we already have for the time being
- Framed enlarged photos of children displaying school values – in progress
- PA system (fixed speakers outside plus portable speakers, amp & microphones) – in progress
- Sound equipment for Large Hall – wireless or hard wired microphones – in progress with quotes from two companies.

CAKE SALES

- £1,805 raised so far
- Healthy options idea discussed – Class reps to let parents know they can donate fruit etc. to sell at the sale.

AOB

- Update from Class Rep Coordinators – Parent Council are providing input to the annual Parent Survey
- Gardening Day – Sat 25th March – Salma setting up refreshments and Tinu clearing up.

DATE OF NEXT MEETING

Thursday 11th May at 7.30pm