

SYTCHAMPTON ENDOWED PRIMARY SCHOOL - PARENT TEACHERS ASSOCIATION
Formal meeting

13th September 2016

The meeting, held at the Sytchampton Endowed School was called to order by Debbie Holbeche at 7.30pm.

In Attendance:- Sharon Williams (Head teacher), Bethan Houston, Debbie Holbeche (Chair), Claire Allport, Ann Haughtey, Claire Stoodley and Lydia Gardner.

Apologies: – Rebecca Collett, Penny Mason, Pennie Gould, Caroline Mockford, Pascale Riley and Claire Kneebone

- 1) Welcome and Introductions** – everyone present at the meeting introduced themselves to open proceedings.
- 2) Previous AGM Minutes** – agreed that were correct.
- 3) Head Teachers Report-** Thanks given to all involved in fund raising for the school. SW made reference to challenges of the past year and the fact there was only a small core committee led by DH. SW is hopeful that full committee can be established going forward. Flowers were presented to DH in thanks for her help and commitment in the last year. This year funds raised have not only supported the text service and seasonal events but also provided additional laptops computers and a trolley. The PTA has also pledged money to improve the forest school area. Going forward additional resources/facilities will be required for the older children. (A full report attached)
- 4) Chairman's Report** – DH briefed the meeting on a successfully fund raising year. Thanks given to all involved especially the support SW and her team whose assistance has made a strong working relationship between the school and PTA when organising events. (A full report attached).
- 5) Treasures Report** – brief overview :
 - £6,114 raised last year
 - Christmas Fayre, Summer Gala & Auction of Promises and Summer Fete were the key funding raising events
 - £4,000 pledged to date to cover cost of 8 laptops & trolley and fencing for forest school area
- 6) Resignation and signing of new members:**

No resignation to report; however the Chair declared their intention to step down at the end of the academic year.

The following was voted and agreed:

Felicity Marshall – Treasurer
Claire Stoodley – Secretary
Ann Haughtey – Lottery coordinator

Existing Committee Members are :

Debbie Holbeche – Chair
Claire Allport – Media Officer
Vacant – Vice Chair

Class Reps agreed:

Ann Haughey, Debbie Holbeche & Claire Stoodley – **Reception**
Claire Allport & Rebecca Collett - **Osprey**
Claire Kneebone & Pennie Gould – **Hawks**
Bethan Houston & Caroline Mockford – **Eagles**

7) Upcoming dates and events for remainder of the year:

Open Morning – 13th October and not just for new families but for all parents. Tea, coffee and biscuits to be provided by the PTA. Helpers required (AH & BH volunteered); discussion took place on whether lunch would be provided for those involved with Open Morning.

Halloween Disco – 20th October between 5:00pm and 6:30pm. Prizes will be available for best costumes; crisps and sweets available to buy. Drinks will be provided free of charge. Helpers required for set up and tickets/flyers to be arranged. Toffee Apples & Pumpkins to be provided by AH

Film Night – 17th November. Ticket to be bought from the School Office; note of who attending will be made; £2.00 charge including a drink and snack will be . The School Council to decide on films.

Christmas Fayre – 2nd December between 1pm and 3pm. External stall holder to be approached.

8th/12th/13th December – School Production. Raffle prizes required

Xmas Party – 15th December. Visit from Santa . Selection boxes required.

8) AOB – LG to co-ordinate the Christmas letters. Discussion took place concerning Waitrose and signing up for Community Matters initiative.

9) Next Meeting: 14th October at 8:50am in School for planning meeting to discuss future events.

SYTCHAMPTON SCHOOL PARENT TEACHERS ASSOCIATION

CHAIRMAN'S REPORT 2015/16

Introduction

The PTA is a registered Charity run by parents who organise a variety of activities designed to raise money for the school. In so doing we provide events parents, children and their families and friends can enjoy, thus establishing a close school community. We try to balance events for both children and adults and the funds raised support various school activities and equipment that would be difficult to provide solely within the school budget.

A Brief overview of 2015/16

The start of 2015/2016 was a difficult one for the PTA but everyone rallied together resulting in a very successful year. The PTA calendar of events included the Christmas Fayre, school disco's, film nights, Mother & Father Secret Room's, Easter events and the summer fete. Plus a Summer Gala and Auction of Promises which raised staggering £2,823.

School Lottery was launched in 2015/2016 and by the end of term there were 95 numbers sold. The lottery draw took place at the end of each term during the Celebration Assembly. Those who parents who have contributed to the lottery had their trip costs covered by the lottery fund. In total 18 families comprising of 23 children took advantage of the full membership and travel discounts.

School Funding

The PTA has been able to provide a significant amount of money to help support the school with purchase of 8 new laptops and laptop trolley. Over the last year the PTA has raised £6,114.

The PTA has continued to fund other items for the school including:

- Father Christmas presents
- Easter Treats
- Year 4 leavers celebration contribution
- Text messaging service
- School Trips
- Musical instruments
- All School trip to Malvern Theatre
- Art Bibs
- PA system

Looking Ahead

We are looking forward to another busy year ahead. In the academic year of 2016/17 parents can expect some similar activities from the PTA as last year, together with some new ones. Fund raising priorities for 2016/17 will be discussed with Sharon Williams (Head Teacher).

Thank you

We offer great thanks to those resigning and welcome new members to the committee. We are always grateful to all the parents and staff of the school who are prepared to give up their time to organise and participate in events to raise money for the school. A lot of time and effort is spent in organising events and the PTA owes its success to those parents, many of whom already have a difficult balancing act between home and work, who freely give up their time to benefit all the children. Along with the staff, governors and past parents whose assistance and support is very much appreciated. We would also like to thank all those who have attended events, made cakes, donated prizes, organised activities or contributed in any way to the success of the PTA events. We have another busy year ahead and we hope parents/staff of the school will support forthcoming events in any way possible to make 2016/17 another successful fundraising year.

Debbie Holbeche
Chair
September 2016

PTA AGM 15th September 2016

Once again I cannot thank the PTA enough for the support they have given the school. This year has been particularly challenging due to a small core committee led by Debbie Holbeche. Debbie's commitment and determination to keep the PTA going has been exemplary; and she has done this whilst juggling her own full-time position at Kidderminster college. I hope this year, that a full committee can be established to help spread the load. Thank you members for keeping things going and moving forward.

Highlights this year have been the setting up of the School lottery by Lucinda Kenny; this considerably reduces the cost to parents for school trips, whilst giving them the opportunity to win a half-termly prize. We also had an amazing Auction of promises at Churchfield's farm followed by another successful summer fete.

This year funds raised have not only supported trips, our text message service and seasonal events but also provided additional laptop computers, so that we now have a trolley for each key stage (these were installed yesterday). The PTA have now pledged some money to improve our forest school area. As we are now a primary school we will need to look at our resources/facilities for the older children; and I know you will support us. As a small rural school our budget is very tight so the PTA enable us to achieve the extras which makes our school unique.

Money raised is always spent immediately on our pupils, and this is something I feel very strongly about, so that those raising the money see the benefits for our pupils:

- The text/email system is invaluable and well used.
- EYFS outdoor equipment the play ship has been very popular
- New Coomber PA system for productions and assemblies.
- School trips have been subsidised and Christmas events.
- Oscars and medals purchased for leavers, and leavers party.
- Banners to promote the school.
- Additional laptops and trolley.

One of the key Ofsted judgements under the new framework is 'the effectiveness of the school's engagement with parents and carers' and the 'quality of the school's communication'. As a PTA you have contributed massively to this key objective by:

- Providing the text system and supporting the website
- Marketing the school through events and distribution of leaflets
- Planning and organising school events which celebrate our core values for children eg Christmas, Mother's Day etc.
- Fundraising activities to meet the priorities of the School Development plan.

I look forward very much to 2016-17 and I would personally like to thank you for your continued support and also the support of our staff team.

Sharon Williams, Headteacher