

MINUTES

Green Ridge Primary Academy PTA Minutes

Date | time 27 April, 9 a.m. | *Meeting called to order by* Laurilee Green

In Attendance

Laurilee Green, Chair; Laura Nunn, Secretary; Mr Wanford, Headteacher; Mrs Erdos, Business Manager; Charlie Small, parent (Willow); Anita Davis, parent (Birch); Bina Varsani, parent (Willow); Ola Olatunde, parent (Chestnut)

Apologies received from: Michelle Killeen, parent (Chestnut); Christine Martone, parent (Birch); Ineet Suri, Parent (Chestnut)

Absent: Helen Bowden, parent (Willow)

Cinema Event

- 66 children attended – largest number yet.
- Suggested that we split year groups from next year going forward
- Suggested that Reception have the event in their classrooms
- Consider chairs for future events
- No further cinema events to happen this year, as school calendar is very full

Summer Fete

- Raffle tickets and letter to go out today – further raffle tickets to follow
- Planning of stalls – **ACTION:** AW would like a map of where each stall is proposed to go (LG)
- Suggested hair braiding, manicures, facepainting indoors. Suggested BBQ, Indian food outdoors. Tea/coffee/popcorn indoors unless extension leads can be safely supplied
- **ACTION:** Gazebos needed. LG and CS to investigate
- Lawn games – hook a duck, Jenga, lucky dip, hoopla all being provided by Berryfields
- **ACTION:** LG to follow up with Gareth about potential Scouts involvement
- **ACTION:** LG to follow up with Christine about ice cream van
- **ACTION:** LG to follow up with Christine about tables and/or appeal to parents for tables
- **ACTION:** AW to check PA system is available
- **ACTION:** Risk assessment to be completed – AW to forward to us
- **ACTION:** BV to purchase paper plates etc. for refreshment stands
- **ACTION:** Popcorn cones/boxes to be purchased (LN)
- Recruiting volunteers – suggested having an evening PTA meeting on Thursday 14 June at 6 p.m. in order to encourage parents who pick their children up from Busy Living to attend. **ACTION:** LN to draft letter

- Agreed to have a children's teddy raffle. **ACTION:** AW offered to supply teddy.
- Decided that we would investigate banner costs, potentially for next year
- School agreed that St John's Ambulance likely unnecessary as school staff are first aid trained
- Agreed which toilets would be used during the fete, and access to the corridor would be blocked off
- **ACTION:** CM to give us a stocktake of available BBQ food
- **ACTION:** CS to liaise with Tesco to see if they can donate fruit/ice for Pimms
- **ACTION:** LG to investigate how we can prevent excess drinking (hand stamps etc.)
- **ACTION:** LG to liaise about balloon donation

PTA leaflet for new parents

- Deadline of 18 June
- Stamptastic flyer to go in pack

Ice Cream Friday

- Agreed date of 8 June
- **ACTION:** LN to draft letter to inform parents

Spending funds

- PTA and school agreed for the PTA to fund the children's Jungle Experience (details to follow from school)