



**Boxgrove Parent Teacher Association  
Agenda for the PTA Meeting  
Tuesday 16<sup>th</sup> January 2024 – Zoom Meeting at 7.30pm**

**\*Welcome Persons Present:**

Philip Harris (Co-Chair); Pareesha Dos Santos; Louisa Furniss; Josh Andresen (Co-Chair); Alison Fitch (HeadTeacher); Marianne Webb; Parul Srivastava

**\*Apologies for Absence**

Nick Griffiths

**Meeting chaired by Josh Andresen**

**\*ACTION points from last meeting**

- Christmas Fair review of the TYS machine and its recent repairs (PH) – It survived the Christmas fair but part of it did break; the main beam broke (not the same part that broke last time) but it shouldn't be difficult to fix so it will hopefully be the last bit that gets fixed by Philip before the next fair
- St. Peter's Equipment Loan (MW) – repurchasing the coconut stands – This task is still on the to do list but just working out which is the best to purchase so has not been actioned yet. We are replacing them and St. Peter's will reimburse/donate towards the cost.
- 2<sup>nd</sup> Co-Chair & Events-Coordinator vacancy for next year – Marianne says various people are taking over various events and since the events coordinator role was a new role created for Marianne, it isn't a necessity to have as a stand-alone role but what will be good is to have someone who knows all the events happening and keeping an eye. Nicholl Grove may be happy to be the one to oversee all the events and make sure they run and are actioned. Will & Victoria for the Fun Run; Rihanna for the Prosecco & Painting; Summer Fair team of ladies will hopefully carry again this year and same with Nicholl and the previous Christmas Fair Team and Pareesha with the Quiz Nights. We definitely need to put a shout out for disco organisers and someone for the Pancake Flip event. Josh hopes that we definitely don't need an official events coordinator; Marianne confirms that she will double check with Nicholl Grove and finalise confirmations from the volunteers she thinks are happy to pitch in. Josh asks Marianne if she could provide a list of everyone mentioned who volunteer for the events. Marianne agrees and confirms she has been putting together crib sheets for each event and all the information and risk information for smooth handovers.  
Regarding Co-Chair requirement – Philip feels parents overestimate the amount of work that is required as a Co-Chair and Marianne hopes that eventually someone will step up but historically it has always been last minute. We always do end up getting volunteers so it is also our responsibility to talk more about vacancies and asking parents if they would like to help more not just in the newsletter but also face to face.
- 'Proud to Support Boxgrove Primary School' stickers for loyal companies who advertise with us on PTA Events website (PH) – Philip wrote to the companies and most did not reply but the butchers did and preferred to have a sign on the counter not a sticker on the window; the Domestic Appliance shop were really grateful to have the sign. We have a template of the stickers to use if need for future plus three more stands in case another company wants a stand sign instead of a sticker.

**\*Chair's Report**

A few items from Josh;

- on 20<sup>th</sup> November we had an ipad request which we approved via email. This is in addition to another ipad request. The new trolley has been purchased and in use; confirmed by Alison. Parentkind membership was renewed
- 20 Nov: ipad request approved by committee via email; this is in addition to the class ipad bid for which quotes are still being sought.
- Parentkind successfully renewed on 1 January

- Parentkind are running webinars for parents: [https://www.parentkind.org.uk/your-pta-expert/parent-webinars?dm\\_i=14X9,8GYQF,4Z30CG,YZWCU,1#](https://www.parentkind.org.uk/your-pta-expert/parent-webinars?dm_i=14X9,8GYQF,4Z30CG,YZWCU,1#)
- 27 Dec: Natwest completed request to update account signatories.
- Leavers' hoodies ready for ordering -- thanks to team for organising.

#### \*Feedback on Events

- Christmas Fair – Super success; well attended; the class reps did an amazing job filling the rotas for the stalls. As Marianne mentions, she hopes she has enough people who know how the fair runs and will be able to carry it on for the next fair. We banked about £8-8.5K straight after the fair but we will confirm the total amount soon and update the thermometer showing our funds raised. We tried to keep prices the same and not put too much up but we think attendance was similar to pre-covid which is nice.
- Sustainable transport (AF) – Google form to parents on how many parents' cycle and how much storage would be needed/where/costs – A google form wasn't done yet but Ivor has freed up a bike rack (temporary) to put along the fence on entrance path for parents to use but it won't be covered as it would obstruct the view. The current bike shelters we are looking to see if it will be possible to move one near the gate as well but will take time as is heavy. The school will try to put out in the newsletter about this to see if we catch the eye of parents and see what parents say under the 'community' section. Josh feels if we want to promote this more then we might need to try do the google form but worth trying in the newsletter first. Alison suggests perhaps at the next main outdoor/day time event we could have a stall dedicated to talking more about sustainable transport and have conversations with parents or final idea was to have a chat meet up at Café B and mention to parents to come along if they want to discuss sustainable transport into school. Alison is curious as to what more or how we can talk to parents about this and what questions we might want to write/talk to parents about. First questions being 'do you cycle into school' and 'how often' and then 'if you'd like to then how can we help facilitate that to happen'. It may not be the best weather for parents to cycle in but worth putting it out there. Philip wonders if we might lose the new bike rack spaces to children using it but Alison hopes if we put a sign or something up then we can remind everyone that is only for the parents/adults to use.
- Spring/Summer Auction (MW/JA) – Marianne agrees it is a good idea to give it a go; it could work alongside one of the fairs so have one with the raffle and hampers and one with the raffle and the auction but we would need to see what kind of prizes we can gather for it. Certainly, worth thinking about and speaking to summer fair team about it as they are keen to move away from the paper raffles. It may be too much to add it as an additional but if we combine it with a fair then that should be ok.

#### \*New Events/Initiatives - None

#### \*Funding Requests presented by Alison Fitch

Sophie Watts (Year 4) is needing to purchase 90 books on friendship for PSHE; managed to find a bulk order of books at a reasonable cost for £575.04. To add to the reading curriculum and improve writing outcomes for all. The text is age-appropriate and links very well with the PSHE. The themes in the book address social situations and friendships and how to overcome these. We have a daily reading lessons where the children will read this text, as well as having the book read to them to model the pace and expression required. The lessons focus on different reading skills which support their understanding of a text and build upon each child's reading.

Natalie Gurney is requesting swim hats for the swimming team to replace competition hats currently mouldy; 50 new swimming hats to use at events/competitions representing the school for £187.50

L Phibbs/T Clark are wanting to put together a breakfast event for World Book Day – Requestion total of £1814.75 for the Purpose of :

- Each class set up a reading cafe in their classroom and each child to receive a cup of squash and nice biscuit/snack - we would like to use the reading cafe to possibly launch the Reading Buddies from mixed year groups across the school. ie: yr1 team up with yr4, 2 and 5 and 3 and 6. Reception could just mix between the classes.
- The idea is to also buy a class set of cups and 5 plates - not just for this event but for future events instead of having to borrow from the school kitchens.
- Replacement and replenishment of books on the 100 reading books list
- Make WBD memorable and fun with a long lasting memory of enjoying reading
- Replace and replenish the 100 reading list for children - to ensure we have an inspiring stock of books or a feast of books for children to try out

Chris Herbert is requesting £9751 for 32 ipads; 30 cases and 1 charging trolley. To enable the children access to a range of apps in more areas of the school. Learning by Questions and Doodle maths has seen a positive impact on the children's progress with their maths fluency and reasoning. With an additional class set in the Year 5/6 building, the teachers can plan in more opportunities for the children to access these resources.

Joey Sheath is requesting doodle pads for the Year 2 children which are battery powered, time-saving and not as hectic to use as whiteboards. To use during class inputs / sessions where children are expected to respond to the teachers questions with an individual answer (these would replace individual whiteboards). £197.88 for 90 doodle pads to try for year 2 and it can replace whiteboards pens and erasers.

Thomas Hunt is requesting £140 to purchase a number of varied sized t-shirts for the second half of the Spring term History class to enable the children to learn about Vivienne Westwood and develop their DT skills to make t-shirts for themselves, which they can show off in a catwalk show and keep.

### **Total funding requests - £12666.17 – unanimously Voted YES**

Looking ahead for the PTA Budget - Mary Chambers is looking for an opportunity to build an outdoor classroom set up and she has found a bid that the school can bid for fundraising and she may ask PTA for a £1k match fund if the bid is won. If the bid is not won then the money would be returned to PTA and school may need to ask PTA for full £8k instead of going down the external bid route.

#### **\*Dates for Diary**

2 February – Painting & Prosecco  
TBC 9<sup>th</sup> February – Pancake Flip  
20<sup>th</sup> February – Reception Disco  
22<sup>nd</sup> February – Year 5 &6 Disco  
12 March – 7.30pm PTA Meeting (Staff Room)  
16 March – Quiz Night  
8 May – 9.15am PTA Meeting (Buzz Room)  
7 June – Summer Fair Bottle Mufti  
22 June – Summer Fair  
2 July – 7.30pm PTA Meeting (Staff Room)  
12 July – Family BBQ

#### **\*AOB**

Helen Stanley has brought forward a bid for young carers but needs to be done by a charity so the PTA needs to help with the bid, as the PTA is the appropriate charity for some of the bids that the school applies for. Philip is not sure about having to provide the PTA funds amount and what the PTA budget is as we work in a different way. Alison confirms it is probably a way that bids work to check that a PTA can help towards a bid and to see who can afford more than others when they allocate bids. There are 42 children at Boxgrove who are Young Carers and Nicky Woodward is fantastic and keeping a good record of everything so the bid would be great to win. It sounds quite favourable that we should put in a bid for our Young Carers. It was agreed that we should provide Helen with the requested figures of available funds and anticipated spend.

#### **Disco arrangements:**

Receptioners – 20 Feb – not charged but charitable donation accepted if parents want to donate  
Year 1 & 2 straight after school  
Year 3 & 4 – 4.45-5.45pm  
22<sup>nd</sup> February – 4.30-5.45pm  
Marianne will gather volunteers as she is working that week so will need a lot of help on the week but also ahead of time selling tickets and things

Quiz Night – hoping to be organised by Pareesha. Have Nick who has volunteered to create the quiz and Tom has agreed to MC the event. Will need as many volunteers as possible to set up on the day, serve the food and drink and help clean up at the end of the event. Dan will hopefully cook again this year, just waiting to hear from him regarding the food options. Hoping to get tickets launched for sale beginning of February and send the Save the Date soon.