



Minutes of the Sunnymede Infant and Junior School



PTA Meeting

14 January 2022

Topics discussed at the meeting as follows:

1 Thanks

- Rachel P thanked the PTA for their hard work last year. Mrs Branch and Mrs Paulson echoed this.

2 Carol Service:

- It was agreed that the event was a success but there were some learning points for next year. These have been noted separately for future reference.

3 Christmas Fair 2022

- It was agreed that the Carol Service event will replace the Christmas Fair again for this year. This would include the annual raffle.

4 Summer Fair

- This will be held on Friday 17 June.
- It will be a non-uniform day for both schools in exchange for sweets (Infants) and bottles (Juniors). A ParentMail will go out nearer the time.
- Aiming to have BBQ, ice cream and Go-Bonkers.

5 PTA Roles

- There are a number of vacant roles within the PTA (co-ordinators for disco, present selling and the raffle required).
- As there are only a limited number of PTA volunteers, it was agreed that these jobs should be broken down into their component parts and a Parentmail sent out to get volunteers for each "bit" of the role, as needed, rather than an overall event organiser. This is in order to try to get more helpers.
- If there are no more volunteers the PTA will struggle to put on all events planned and some will need to be cancelled.

5 Discos

- The first disco is planned for 4 February (not Reception children).
- Other discos planned for the year are 25 March, 20 May and 8 July (all children)
- Heidi confirmed Jo Banana has been provisionally booked.
- First Aider required to attend both Infant (5-6pm) and Junior discos (6.30-8pm). Post meeting, Sheena volunteered to cover this.

6 Present selling

- It was agreed that present selling would go ahead for Mothers Day on Monday 14 March (PM) for Juniors and Tuesday 15 March (AM) for Infants.
- Reminders will be sent out the week before.
- Presents will need to be purchased and wrapped prior to event. Volunteers to help welcomed.

7 Film Night

- This item was postponed as the Co-ordinator was not present at the meeting. Film night is scheduled for 28 April at the Infants School and will be discussed at the next meeting.

8 Amazon Smile

- Reminders have been sent out via ParentMail this week.
- To date 20 participants across both schools.

9 Printed Christmas goods

- Suggestion made that the process of ordering these is started earlier this year. Request for more volunteers to help with this time consuming activity.

AOB

- **Payment options:** there was discussion as to whether PTA could accept card payments and Rachel will look into this along with the option of using ParentMail in some situations.
- **Container:** It was agreed that volunteers are needed to empty the container to go through and sort all contents.
- **BBQ:** needs a clean to assess if it can still be used. The Juniors can find a place to store it inside, once it is cleaned.
- **Lottery:** Jen mentioned The School Lottery, which she will look into.

There were no other items for discussion and the meeting was closed.

The next meeting will be held on Friday 1 April at 1:45pm in the Junior school