**PFA COMMITTEE**

**MINUTES FROM MEETING ON 10TH JANUARY 2017**

1. **Apologies:** Carrie-Anne Forster, Catherine Clifford
2. **In Attendance**: Justyna Krol, Val Sheard, Irena Abu Ramadan, Kirsty Costa, Kath Hall, Janet Gilchrist, Lisa Hargreaves, Claire Bevington
3. **Minutes:**  The minutes from the previous meeting were read and discussed.
4. **Treasurer’s report:** The current bank balance is £4903.13. The last payment out was £83.82 for the purchase of books for Miss Mitchell’s class.
5. **Future plans and events:**

**Film Night**

* It was agreed with Mrs Hall for Wednesday 1st February.
* There will be no help available from staff as this is an extra event.
* There will have to be a minimum of 5-6 helpers to enable the event to go ahead.
* Hall door to be manned so there isn’t a steady stream of pupils going to the toilet constantly.
* Suggested maximum time for film of 1hour 30 minutes.
* PFA to suggest film ideas (which are suitable for age group – U or PG) and then ask teachers/children to vote within the classes which film they would like. Ideas being - Inside Out, BFG, Angry Birds, Ice Age 5, Finding Dory.
* A letter to ask teachers for classes to vote will be provided by 11th January **– action point.**
* Vote to be agreed by Monday 16th January, to enable poster and letters to go out in time to families.

**Disco - Reception/KS1:**

* Agreed date as planned, Wednesday 8th February.
* Letters to be sent out on 27th January, to be amended to say something along the lines of “if your child requires a hot dog or slice of pizza, it needs to be pre-ordered by… If not, we can’t guarantee the availability of hot food”. Also, stating that reply slips need to be returned by set date **– action point.**

**Disco - KS2:**

* Wednesday 22nd February – letters to be sent out at the same time  **- action point.**
* Discussed possibly moving KS2 disco to same week as KS1 in future to keep dates together. Hopefully can be arranged for May discos.

**Someone Special Gifts for Mothering Sunday:**

* Agreed Thursday and Friday, 23rd/24th March for sale of gifts.
* Letters to be sent out on Monday 13th March ­**– action point.**
* Irena has bought some bulbs which we plan to plant in simple polystyrene cups. Then children can write on a label to stick onto the cup with a personal message. Possibly a ribbon they can choose to tie around as well.
* Other gifts will also be purchased to sell, as in previous years.

**Easter Mufti Day:**

* Friday 24th March, this is also Red Nose day. Mrs Hall to discuss plan for both to continue on same day.
* Letter will be sent out regarding mufti and donations (on the back of the Someone Special Gifts letter) **– action point.**
* PFA team to come in to collect donations of eggs in the morning.

**Easter Fun Night:**

* Thursday 30th March - Quiz and Bingo, Egg tombola suggested good idea. Further ideas welcome.
* Mrs Hall suggested raffle tickets £1 a ticket rather than a strip, as easier to manage. To buy 3 new big books for event and other future events.
* Discussed possibly emailing local businesses for donations for Easter night and provide advertising for their companies, example being a sweet company or cake shop.

1. **Any other business:**

* Discussed looking into play productions online which can be used instead of a film for film night. Possibly linked to topics the classes are addressing at present.
* Meetings to be changed to a Wednesday afternoon to ensure everyone can attend.

### 7. Date of next meeting: Friday 24th February at 2pm, (Wednesday that week is the disco)

**8. Future meeting**: Wednesday 22nd March at 2pm

Contact us by email at: [pfa@marshsideprimary.org.uk](mailto:pfa@marshsideprimary.org.uk)

Via the red folder called- Volunteer Register at the school office

Full PFA Details on the Website- [www.marshsideprimary.org](http://www.marshsideprimary.org)