



OAKFIELDS PARENT TEACHER ASSOCIATION

MINUTES OF MEETING HELD ON THURSDAY 2nd March 2017

Present:

- Andrew Taplin – PTA Chair
 - Ben Mawela - Treasurer
 - Gurleen Nahr
 - Lisa Mackenton
 - Sara East
 - Sarah Harvey
 - Amanda Tragen
 - Debbie Dowling
 - Vicky Rochford
 - Lisa-Marie Assenheim
 - Helen Ward
 - Jennifer MacLellan
 - Laura Ciftci - Headmistress
 - Gita Makwana
 - Apologies – Lucy Webb, Saman Sandhu, Arlene Small, Jennie Browning-Adams, Biliana Bellamy, Nicolette Berkovitch
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1.) Introduction and Previous Minutes

Andrew opened the meeting and thanked all for attending and giving their time to the PTA. Andrew briefly detailed the minutes of the last PTA meeting.

2.) School Gateway Demonstration:

Jennifer MacLellan demonstrated the functionality of the School Gateway application to the members of the PTA. Only 33% of the school parents have downloaded and accessed the application.

The school is keen to encourage two-way communication with the parents of the school and to ensure that all communication channels are used as effectively and efficiently as possible. To this end the school is proposing to form a focus group to identify and define the best overall communications plan.

The school requested that the PTA year reps should promote the use of the School Gateway app. to help improve the overall adoption.

The option of using house points to incentivise the children to persuade their parents to download the School Gateway application was discussed. It was concluded that this was not a good idea.

The pupil data forms are used to capture information about pupils at the school and are critical to ensuring that contact details are kept up to date. These can be requested from the office and completed at any time.

If a parent is unsure what contact details are held by the office, then they can request that they be supplied to them for confirmation.

3.) **Upcoming Events:**

Mother's Day Flowers (24th March) – This year it was decided that the children should decorate a plant pot for Mother's Day. The option to undertake the decoration during school time was discussed and agreed by the school.

It was identified that there are 217 pupils that attend the school and that this number of pots would need to be purchased by the PTA. The pots would be decorated by the pupils and then a small flower would be added into the pot (placed in rather than planted) and the gift handed out in time for Mother's Day.

Easter Eggs (29th March) – The annual Easter Egg hunt was discussed and Amanda suggested that an alternative to the treasure hunt format should be tried. It was suggested that Art Trail could be the focal point and the children could search for different coloured eggs hidden throughout the Art Trail.

The event would probably require roughly eight adult helpers to support the event. 224 chocolate eggs have been purchased for the children. If possible the event could use a Shakespearean theme.

Each class would be invited to participate for fifteen minutes. This includes Kindergarten, although there may be a different format for the Kindergarten children. The event will start at 09:15.

Spring Ball (12th May) – The Spring Ball communications have been sent out and the deadline for responses is the end of March. The theme of the ball is Hollywood Glamour.

There is a need for more auction prizes and so everybody is encouraged to think of any possible options.

The teachers would like to have a table at the ball.

The School Gateway could be used to send a message to all parents communicating the details of the ball.

Ms Finch may have some model Oscars and the school will try to locate them.

Other parents offered items of decoration in line with the theme.

Head-teacher for the day can be offered as an auction prize again.

Summer Fair (24th June) – Some people have volunteered and the subject of a theme for the event was discussed and it was agreed that 'The Mad Hatter's Tea Party' was a good theme.

The subject of inviting the local press was discussed and no objections were raised. As the majority of attendees are likely to have signed a form to agree to having their photographs taken, this was not considered an obstacle.

Gita reminded the PTA that we need to hire a BBQ hire for Thomas Franks.

The scouts that were used for last year's event worked well and it was agreed that the same approach should be used this year.

Having a 'best hat' competition was discussed and it was considered a good idea.

4.) Funding Requests for the PTA

Kindergarten requested the following items be considered for funding by the PTA:

- Climbing Frame
- Tablet Computers
- Parachute
- Gym Equipment

The addition of a climbing frame was considered a good idea. The school agreed to identify a site for the installation of a climbing frame and to return to the next meeting with a quote for provision of the aforementioned equipment.

Amanda stated that she had seen Giant Connect 4 available via Groupon and a good value price and it was agreed that these would make a good purchase.

The possibility of installing a school pond was discussed and it was identified that previous issues with the identification of a suitable site had been overcome. As a result, the option of having a school pond was considered viable and Sara East agreed to bring pictures of how the pond might look to the next PTA meeting. Assuming that the idea was to be taken forward following the next meeting it was agreed that the 'smartie tubes' idea should be resurrected and that a sponsored 'duck waddle' would provide an appropriate fund raising idea.

The idea of a school monopoly board was considered, but discounted on the basis that it would prove too costly.

5.) Any Other Business

The food portions at the After School Club were discussed and the school explained that, following an internal discussion, the attendance level would be gauged and that the food provided would be adjusted to meet the demands expected. The provision of flexible attendance at the club meant that planning the food levels was challenging and that the flexibility was considered beneficial to the majority of parents. However, it was acknowledged that the changes to the planning approach to food portions should be communicated to parents so that they are aware of the changes made by the school.

The quality of school uniforms was discussed and it was agreed that any specific issues with garments should be referred to the supplier of the item in question.

The 'jigsaw club' was discussed and the possibility of extending this to include a Lego was considered a good idea. It was agreed that the school would e-mail parents requesting donations of Lego to support the new club.

6.) Next Meeting

The next meeting is scheduled for Thursday 4th May 2017.