



PTFA Meeting Minutes

Date: Tuesday 10 January 2026

Time: 18:00 (online)

Attendees:

SM, PP, SK, OS, EB, HG, YO, EU, KK, MB, SR

1. Welcome and Apologies

SM opened the meeting and apologised for not circulating the agenda in advance.

Apologies:

MA, CW, AS

2. Committee Updates

PP was introduced as the new **PTFA Secretary**.

Current committee roles:

Treasurer: A S

Vice Chair: MA

The **Chair position** is currently **vacant**. Anyone interested, or who can recommend a suitable person, should contact SM or the school office.

3. Class Representatives

Current class representatives are:

Blossom: A Lester and C Reid

Year 1: P Stavracakis

Year 2: E Botfield

Year 3: **Vacant**

Year 4: **Vacant**

Year 5: A Davies, H Caple

Year 6: EB

Parents interested in representing Year 3 or Year 4 should contact SM or the school office.

4. Upcoming Events

Valentine's Cake Sale – Friday 13 February

Volunteers are needed to help set up and run the stall.

The school will send out a request for cake donations.

EB and EU volunteered to support the event.

Easter Events

The school will hold the Easter Bonnet Parade and Egg Decorating. PTFA fundraising ideas discussed:

"Eggs in a Jar" Guessing Game

Suggestion for children to donate 50p to guess the number of eggs in a jar or for £1 – 3 guesses?

Closest guess wins.

CW to organise; EB and EU volunteered to help.

Easter Raffle

2–3 themed baskets suggested (e.g. chocolate, arts & crafts, vouchers/wine).

Volunteers needed to approach local businesses for donations.

Additional fundraising ideas: Mufti days (£1 or chocolate donation) and sending envelopes home with £5 entries for the prize draw.

No objections raised. Need volunteers to support

5. Summer Festival

The Summer Festival will take place one to two weeks into the summer term. Ideas to refresh the format were discussed:

- PP suggested push-along go-karting and will investigate availability and costs.
- KB suggested a petting zoo; SR confirmed petting farms are popular.
- SM noted previous events with police horses and fire engines.

An online auction was held last year alongside the fair; this requires setup and business outreach. Volunteers are needed if it is to run again.

In previous years, the local secondary school has supported with a brass band.

Cultural Celebration Idea

SR suggested a multicultural celebration (e.g. Eid and Diwali).

SM confirmed this has been done previously and proposed holding a separate meeting to discuss further as this would be a school event not necessary at the festival.

6. Next Steps

Volunteers for events and fundraising activities are encouraged to email or speak to the school office.

Ideas for the Summer Festival should be emailed or brought to the next meeting.

6. Any Other Business (AOB)

No AOB raised.

Meeting Closed

SM thanked everyone for attending.