

**Cleves School Parent Teacher Association - Registered Charity No. 1031777**

**PTA MEETING**

Tuesday 27th February 2024  
**Sports Hall Classroom at 7pm**

**Agenda:**

**1. Attendees**

She Burnand, Juju Constantino, Jess Forster, Charlotte Healey, Chris Hodges, Robyn McCallum, Tom Wicka, Leah Williams, Jo Williams

**2. Apologies for absence**

Hannah Murphy, Ruth Paisley

**3. Accounts**

TW explained that the financial year for the PTA accounts runs 1st Sept-31st Aug. He outlined that income to date equates to £63,278.66, with expenses of £30,570.38, leaving a profit of £32,708.28. The PTA has previously allocated circa £52K to the school budget which will be claimed at the end of the academic year once the expenses can be proved. The budget is healthy.

**4. Christmas fair debrief**

CD outlined that the event had been successful and we plan to repeat it next year. TW stated that the fair had made a profit of £5350, which is £1.2K more than last year's event.

It was suggested that bar stock ran out quite quickly and that we could possibly stock more next year (not just relying on leftover stock from fireworks).

**5. Further events for 2024**

- *Update on proposed ball* - Unfortunately there are no volunteers with the capacity to take this on. It was suggested that it could be an every other year event. CHe and Cat will start looking into this for the next academic year
- *Quiz* - There have been no volunteers to take this on yet either. It was also suggested that it could be an every other year event, maybe alternating with a ball. CD said she would put a call out for a potential quiz committee to possibly run in the second half of the summer term. CH suggested buying in a company to run a quiz night.
- *Fete in the field* - CD proposed that this takes place on Tuesday 21st May. CD will put a call out for a committee. The event will follow the same format of last years. In order to be profitable, we will need plenty of children's stalls. CD questioned whether children can run food/drink stalls. CH stated that children would not be able to sell homemade food/drinks due to food labelling requirements. CD suggested that pizzas may be supplied by Dough Shack instead of Stoked this year.

## **6. Leavers hoodies**

CD has got the ball rolling on this. Six colours will be offered: navy, royal blue, hot pink, teal, grey, orange. CD questioned whether handing the hoodies out at the Y6 leavers disco (Fri 19th July) is too late, particularly as some children don't go to the disco. All decided to stick with the current hand out date.

## **7. Wellbeing for teachers**

- JC spoke to teachers on a school trip who mentioned the change in allowance for a free school meal from weekly to monthly. CH explained that, if all staff took up the offer of a free meal once a week, it would cost £10k a year - money that could be well spent elsewhere. Agreed that this will continue monthly.
- JC discussed the idea of a wellbeing week/month for staff. CH explained that the PTA funded £4.5K to refurbish the small staffroom last year. He said that staff would be grateful if the PTA wanted to fund anything else! Suggestions from those at the meeting included: vouchers, wellbeing week, a thank you event, PTA funding a weekly delivery of fruit/snacks in the staffroom. CH outlined the current wellbeing offer funded by the school including: having bought into a staff wellbeing scheme; employing Gemma Clarke 3 days a week to look after wellbeing for children and staff; spending £3k a year on tea, coffee, milk. CH will speak to Stacey (kitchen manager) about whether she could add biscuits/fruit to the school's food order on behalf of the PTA. CD suggested contacting the community champion at a supermarket to provide cheaper supplies.

## **8. Requests from staff**

- JC was asked by a member of staff about the potential to upgrade the lunch system as coloured bands are easily lost. CH said that replacement bands are ordered on a regular basis and that there is no real option to upgrade the system if there is to be a choice of meal.
- Mr Kilhams has spoken to CH and provided a wishlist of items for the music department: body percussion workshops for Y4 costing £500/day for two days (with the potential to have a different musical workshop for each year group every year); percussion sticks; music stands and cart. A total of £2.5K would be needed to fund this.
- CH provided notes to accompany his previous request (at the PTA meeting on 15 November 2023) for funding equipment for the proposed sensory room. He outlined that a variety of equipment was needed to benefit different children in different ways - providing an environment that could be distracting, calming or stimulating where necessary. He requested £11K to cover the items that Cleves would like to order. TW asked if Cleves have had a second quote for comparison. CH said that they have only had one quote as not many companies supply this equipment but that he has visited a school in Hampton which was pleased with the products and service. Jo Grafton (SENCo) will provide a full breakdown of costs.

- JW proposed that we ask the parent community for donations of books to add to classroom bookshelves. The requests should be specific for year group topics so that children have books for reference when they have an opportunity for quiet reading.

#### **9. Bike and scooter park covers**

CD outlined a request from a parent to provide a covered bike/scooter park. It was discussed that there is already a covered bike area outside the sportshall and that they could use this as it would be expensive to fund another.

#### **10. AoB**

- HM has looked into how we can contribute to a gift for Pete Forsey to recognise his 30 years of service and we can give him cash towards a holiday. CH asked how this would be accounted for. It was decided that we should make the parent community aware of the intention to give cash from the PTA budget.
- CD was approached by a parent about their views on mobile phones and the potential formation of an action group to question usage in school, use of apps etc. CH said this is not a matter for the PTA. It was recommended that the parent attends the internet safety seminar and potentially sets something up themselves.