



### **Meeting 17/01/2019 at Tenterden Infant School**

**Attendees:** Tina McIntosh, Nick Leggatt, Emma King, Bex Page, Karen Meikle (Chair), Kata Tamasi, Laura Weston, Fiona Reynolds (Minutes), Sarah Choy, Nicola Greenstreet.

**Apologies:** Jane Brown, Emma Davis, Anna Plummer.

Karen opened the meeting, thanked people for attending on a cold evening and welcomed Nicola as a new attendee. The minutes of the last meeting were agreed.

Feedback given regarding how good the improvements to the Infant playground look.

#### **Finance**

Financial report was provided by Kata (see attached). Discussion regarding the need to ensure that parents are made aware when TePTA have funded things so that they can see how the money they donate is being used. Tina has updated the board in Infants reception but this will be considered with information for future events.

Kata explained that she needs to receive copies of receipts when TePTA funding is used – these should be attached to the funding request so that she can confirm spending for the accounts. This will help to confirm how money is used and to feedback to parents.

Christmas fair raised more money than last year, a good achievement given smaller numbers of pupils within the Infant School and lower donation levels.

Trip to theatre is still to be funded – ACTION - Nick will get a funding request.

Tina explained that the pantomime was already fully booked for Christmas 2018 but the Infant school has already booked for 2019. ACTION – Funding requests will be provided when payment is required.

Laura explained that she has not received news on the recent Tesco blue tokens yet. She anticipates receiving notification at the end of January. She explored the option of applications with multiple Tesco stores. This was something that Tesco offered, as an Ashford group collection rather than individual claims, to St Michaels School to top up the funding request for their playground pirate ship. Applications can be made once per year so Laura will do this in April. The improvements needed to the Junior School playground will be considered for the next application. Nick would like to be able to put in a traversing wall.

Funding requests:

- 2 “Nurture rooms” and 2 outside areas at the Infant School and 2 “Reflection zones” and one outside area at the Junior School. This has been costed at £400 per school. Bex explained that she has been in touch with Dandara Homes at Church View (Ben Thwaites) regarding

support with funding this initiative. They have agreed to donate £500. Agreement that this will be used for the Juniors outside plans. Bex will let Ben Thwaites know that Tina will be in touch. Agreed.

- Junior book swap shed is still planned, as previously agreed, and will be ordered.
- Interactive white board needed for year 6 – approx. £4000. Agreed.
- Science development – equipment needed for both schools - Lab coats, goggles and weather station – £300 for each school requested – Agreed.

Bex agreed to be co-signatory with Laura on the Bank account. Kata will be stepping down as Treasurer at the end of the year so we will need to work towards a handover to a new Treasurer. Agreement that this should be promoted with parents through the Dojo to find someone able to support in this role. ACTION – TePTA to put out a Dojo message asking for a volunteer.

### **Previous events**

**Christmas fair** – Tina explained she has received positive feedback regarding the Christmas Fair. The Choir were lovely. Discussion regarding the need to decorate the entrance to create an atmosphere. Emma suggested that Hole Park could be approached for tree donations. Natasha Mahoney was kind enough to offer a left over tree from Christmas at Tenterden this year.

Bex's Mother donated all of the money raised by her beautiful knitted goods at the Christmas Fair, Bex's Brother-in-law also made Santa's sleigh. TePTA wanted to get them each a present to express their thanks. However, Bex explained that a thank you letter from Tina on behalf of the school would be more appreciated. ACTION – Tina to write letters of thanks.

TePTA have thanked Jackie for her huge efforts sourcing raffle prizes. Karen explained that we ran out of raffle tickets at the Christmas fair, although they were not all purchased. Need to consider how to encourage people to return unused tickets. Discussion regarding how to manage this – suggestion of a post box at each school to return unwanted tickets so they can be sold on the day.

**Christmas disco** – Mr Vincer did a great job as DJ.

A few new ideas were tried to increase interest from the older children. Glow in the dark bowling was very popular, the children enjoyed this and in future there could be a nominal charge and it be made into a competition for a small prize. Nick suggested that this may be better located in the corridor.

Head gear was popular and gave the children something else to buy except for sweets and raffle tickets.

Tattoos in the corridor wasn't very successful. Face paints were popular. Nick will look into getting a UV light to make the face paints more impressive.

### **Future events**

**100 club** – Kata explained that there is still space for more members. Emma explained that lots of parents still don't know what this is. Agreement that this needs to be publicised further. Committee to consider this.

**Movie night** - 7<sup>th</sup> February date clashes for staff. New date agreed of 14<sup>th</sup> February. A vote will be held amongst the children to choose a movie. Karen will review available films given the change of

date. Will invite year 2 to join and will be asking for some parents volunteers. Agreement that popcorn should be purchased pre-bagged so it remains fresh. Also sealed drinks to minimise spillage. Snacks will be given out at the beginning of the film as the children are hungry at the end of the school day. Agreement that staff help is vital in terms of keeping the large group of children focused and managing behaviour.

**Easter Events** - Easter disco - 4<sup>th</sup> April; Cake sale 25<sup>th</sup> March (Laura will take the lead on this. Will try to have a raffle).

Importance of having events for the Infants who are not invited to the discos. Karen suggested the idea of an Easter egg hunt. Agreed that a trail to complete with parents, similar to the Dojo trail done previously, will be tried – small fee per trail for a small egg prize on completion. Nick explained that he has previously done an Easter Egg bingo. This could take place at the Juniors but be accessed by Infant pupils if they have parent support. Small fee for a bingo card. Wednesday 24<sup>th</sup> April for both events agreed.

### **Summer term**

**Quiz night** – Nick has agreed to do this popular event again on the 11<sup>th</sup> May. Agreement that it needs to be publicised earlier this year.

**Summer fair** – 22<sup>nd</sup> June. The committee will meet soon to begin planning as this will be their first summer fair. Parent support with organisation will then be requested through the Dojo.

**Ice creams** – from second half of summer term. Freezer has been defrosted.

**Infant and junior sports days** – TePTA will offer refreshments again but will aim to advertise this better as last year lots of parents arrived with Costa coffee in hand. Could suggest people bring their own cups to reduce waste.

**Summer Disco** - 11<sup>th</sup> July – Year 2 are invited to this event.

**Infant Party** – for foundation and Year one. Last years event was very positive but it would work better to separate the years to give smaller groups. Tina and Fiona to discuss further to arrange a date and secure the entertainer.

### **Other events**

**Dragon boat Race** - Following on from Alison Waite's previous idea, Bex has looked into the Dragon boat race at Mote Park on the 30<sup>th</sup> June. Bex suggested we could get parents and teachers involved and request a contribution of £30 towards the cost of entering a boat (to be subsidised by TePTA) and a commitment to raise a minimum amount of sponsorship to join the team. The cost of a boat is £475 which is higher this year. Bex suggested that TePTA could try also for sponsorship from a local business. Discussion regarding the benefits of having a stall on the day to raise further money but Bex found previously that this wasn't very successful. The alternative suggestion that TePTA could sell flags to wave could work. It is hoped that children would want to come along to support their teachers or parents. £30 entry to join the team and Tepta will pay the balance.

**Family Camping weekend** – Nick suggested a family camping weekend on the school field with BBQ, campfire and other games. TePTA to sell plots to join the fun. Nick will explore further, TePTA to gauge interest.

**Golf day** – Nick has another golf event planned at Easter.

**AOB**

**Communication** – Bex will look into repairing or replace the board at the Infants. The Junior information board is looking great and parents do look at the Infant one when waiting for pick up.

Bex suggested that TePTA should look to promoting their events more in the local press. Tina will explore this.

**Christmas cards** – Laura has been approached by Jacqueline Houston regarding Christmas cards. This is a lovely thing to provide but the committee do not have the capacity to organise this. Jacqueline is happy to take the lead with organising it but needs a parent volunteer from each class to support her. Due to the lead time needed for these it was agreed that the children could do their cards during transition week so they are in place for September. A dojo message will be sent out asking for class representatives to support this.

**Forest school** – Sarah has emailed Mrs Crinnion regarding this but has not heard back. Tina and Nick will liaise regarding this.

The meeting was closed at 8:45pm.