



'Making a positive contribution'

Fryent Primary School

Parent/Staff Association (PSA) Meeting

Minutes of Meeting 6th December 2016 at 9:00 a.m.

Present: Alison Gross – Deputy Headteacher, Beryl Douglas – PA to Headteacher, Jacqueline Taylor, Majid Karami, Balarasikumar, Smeeshi Indakumar, Suganya Diliparajassingham, Sathyavathay Jeyathanan, Hogeia Felicia, Feedorca Alina, Masrifah, Nita Bhuvva, Saltana Chughtai, Dan Salaman, Keme Ndukwe, Marwa Sayed, Andrei Nicoleta, Yaryna Fridrikh, Cristel Barampama, Irabor Austster, Fatima Amraoui, Fatima Badaoui Douida, Minar Patel, Hakin Hanidi, Andreea Simescu, Flaudimire De Castro, Rusul Al Sheikhli, Ajani Sooli, Paulina Essah- Boadu, Manva Sayed, Krishni

- Ms Gross welcomed everyone and said how pleased she was to see so many parents attending
- She explained that the role/function of the PSA is to:
 - a) raise money for the school for items which are not covered by the school budget; such as curtains and lighting for the stage
 - b) a social aspect for the parents/staff to meet outside of school hours
- Ms Gross advised that the first event coming up was a Cake Sale which was scheduled for Thursday 15th December. However, following a discussion it was agreed to reschedule this for Friday 16th December and would be held in the hall after school.
- A paper plate in a bag will be sent home with all the children to put 4 individual cakes onto and return to school to be sold for £1.00 per plate.
- Some parents questioned whether the plates would arrive home and be returned in a fit state for sale and Ms Douglas agreed that even if the plates were not of a fit state to sell, then at least this would be a tangible reminder for parents and they could still bring in cakes without a plate.
- Ms Gross asked for volunteers to help on Friday 16th and a few parents agreed to offer help at 2:30 to set up and also to sell the cakes. Some parents could only agree to set up as they had to collect their children at hometime.

- The following parents volunteered:- (class of child in school)
Austster Irabor (Scarlet class), Flaudimiri (Emerald), Irena (Apple), Saltana (Crimson), Hillai (Crimson), Nita (Indigo), Keme (Cobalt), Majid (Nursery), Dan (Sapphire).
- It was also explained to parents that a PSA Committee needed to be formed so that this group would plan events and generate items for events as well as support from parents. It was outlined that meetings would take place about once every half term, unless events were to be planned etc.
- The following parents volunteered to be on the committee:
Austster Irabor (Scarlet), Keme (Cobalt), Saltana (Crimson), Flaudimiri (Emerald), Manva (Sienna), Dan (Sapphire), Nita (Indigo)
- Ideas for future fundraising included:
 1. Bingo Evening
 2. Product/Jumble Sale
 3. Book/Toy Sale
 4. Quiz night
 5. Summer Fair – parents were advised that required commitment to attend to man the stalls on the day as well as pre-planning
 6. A showcase sports event - This is to be discussed with Adam Frieze – PE Co-Ordinator
 7. Sponsored walk round local park – Ms Gross to look at risk assessment implications.
 8. Recipe book - Ms Douglas asked for recipes to be sent to her via admin email.
 9. A traditional costume fashion show/national day celebration
- Parents also felt that it would be acceptable to charge a small amount for admittance to school performances- such as Christmas concerts and the Year 6 production. It was agreed to trial this.
- Parents also felt that text messages were the best form of advertising events although the newsletter and website were good as well. It was agreed that texts would be sent and these would direct parents to the website for further information.
- Ms Gross closed the meeting by thanking everyone once again for attending and looked forward to having a successful cake sale.