

PSA MEETING NOTES
EASTLANDS PRIMARY SCHOOL
THURSDAY 12TH OCTOBER 2018

PERSONS PRESENT

Sam, Louise, Leona, Gemma, Emily, Beth, Louise, Kate, James, Milena, Leigh, Michael, Val, Leona and Nadine.

Apologies – Emma, Jo – Anne, Jody and Kate.

The meeting commenced with an introduction by Sam Warrington and an overview of the PSA and the funding it has provided over the last few years. A special mention was made with regards to the PSA contribution to the refurbishment of the boy's toilets.

We then proceeded to introduce all members new and old with why we were joining the PSA and what year our children were currently in.

COMMITTEE ELECTION

A new chair was required after Leona stood down Mrs Warrington nominated Leigh Goble and was seconded by Leona. It was also suggested that we should have a Vice Chairman Michael Fielmar volunteered to take this role.

A new secretary was also required after Lucy Stood down, Lucy Nominated Valerie Fielmar and this was seconded by Louise Eardley.

This was all then agreed and due to this the PSA were able to continue operating.

OTHER TOPICS DISCUSSED

Sam then asked for an overview of all events that take place over the year which are initially funded and supported by the PSA. Leona kindly offered to talk us through this, below are the main events we co- ordinate.

Themed Discos – Several of these take place over the year; see below for the main ones

- Spring/Valentine Ball
- Spooky Disco
- Year 6 leavers ball

The Christmas Fayre is a strong event and generates a large income for the PSA. The Summer Fayre is our biggest and most profitable event as it takes place inside and outside with various stalls, tombola's, cake sales, raffles and outside suppliers this year we had gelatos ice cream as well as ambulance and other organisations agreeing to visit for the occasion.

We also provide refreshments throughout the sports day and also do cake sales in the library after each Christmas performance. We rely heavily on donations of cakes from the PSA and parents of the school.

There is a risk that the spooky disco may not be able to go ahead this year due to not being able to book a DJ as both our usual DJ'S are unable to attend. Gemma was going to look into the possibility of contacting a few DJ'S she knows and liaising with Leigh via e – mail on the outcome.

Louise also mentions that as well as all of the above we have also provided funding for visualisers, projectors and I pads for the school. And that we also do a scheme called bags for schools, which creates nice revenue for the PSA.

Sam mentioned that there is funding request form in place and if any member of staff requires funding from the PSA this form has to be completed and submitted to the PSA for approval.

Christmas card scheme is looking very unlikely to go ahead this year due to printing demands. This may possibly change Louise will need to check print slot and if this is unavailable via my art projects will check to see if there is any alternative suppliers.

CHRISTMAS FAYRE

The date for this is the 30th November – Louise Eardley has volunteered to start co – coordinating the event now and to get processes and procedures in place as to what is required. Lucy is more than happy to go to bookers to buy the tuck to sell at the event. It is worth noting that Leigh also has a card for cost – co should we need to use it.

The Christmas performances will be the last week in December.

Monday 17th December – Early Years and KS1 – 9.15am.

Monday 17th December Years 3, 4, 5 and 6 - 6pm.

Tuesday 18th December 3, 4, 5 and 6 – 9.15am.

Tuesday 18th December Early Years and KS1 – 2.30PM.

The PSA will be selling cakes after each performance can we kindly ask that cakes are in the morning of the performances so the PSA have all stock ready to sale.

NEXT YEARS DATES

Spring Disco/ Valentines disco no date confirmed on these, possible Tuesday 12th February for a Valentine Disco. It has been undecided if we only have one or both of these disco's. We can look at setting date/dates at the next formal meeting.

Sports Day – Thursday 20th June.

Summer Fayre – Friday 28th June.

Year 6 Leavers Ball- Wednesday 17th July this may change due to the letting of the hall Mrs Warrington to check.

There are now lettings in the hall on a Wednesday and Thursday in the school – due to this fact there is a very low chance of any events being able to take place on those days.

Lucy then asked if one staff member could always be present at the PSA meetings. Mrs Warrington agreed to this and said either herself or Suki will always be present. A formal meeting must take place every term and must be on the school premises.

The next meeting will take place on Wednesday the 7th of November at 7.30pm at Table Table on Clifton Road this will be primarily to discuss the Christmas Fayre and start organising stalls, games, volunteers etc. – Hope to see you all there.

The meeting then concluded, Thanks for all attending.