



Minutes of PTA Meeting – 09 June 2011

Venue: Hollybrook Junior School

Attendees: School Staff plus Anthea Bell and Carol Randall

Topic: The Giant Sleepover – Friday 10 June 2011

60 children are confirmed to attend the Sleepover. We had 64 applicants, with 3 cancellations so far, so only 1 child left on the waiting list. Nikki Jenkins is arranging the games and activities. Risk assessment has been completed and signed off by Geoff Brown. DVDs have been organised for the children to watch in the evening.

Action: Carol Randall to complete all paperwork ready for 6pm Friday including all sign-in/out sheets and certificates

Action: Carol Randall to provide blow up mattress for Emma Henderson

Supervising Adults – Teaching Staff and Parent Volunteers

Staff confirmed to stay for the Sleepover – Emma Henderson, Philip Male, Nikki Jenkins, Paul Pike (first aider)

Parent Volunteers to stay all night – Anthea Bell, Liz Barnes, Catherine Hockley – plus Geoff Brown

Parent Volunteers to help for the evening – Claire Naylor, Dawn Young

Other Sleepover Notes

- Heating not to be switched on this year
- Children to bring own camping mats
- Boys to sleep in 5M and girls in 6H – classrooms to be cleared by Paul Pike / Teachers

Topic: Year 5 Performance - DVDs

All DVDs of Buggy Malone have now been copied and distributed to parents. There have been a few issues with some DVDs not being playable, and Anthea Bell is working through these.

Topic: Year 6 Performance - DVDs

USH may not be able to produce the DVDs of the Y6 performance to the same quality as before, due to funding issues for their Film Club, so an alternative needs to be researched. The Y6 performance will be held on Thursday 21 July (times tbc), and filming can take place either at the dress rehearsal or the performance to rest of the school.

Action: Anthea Bell to speak to Ben Bowles' father re: possibility of him filming the performance

Topic: Y3 – Y5 Summer Disco

The date for the Y3-Y5 Summer Disco is confirmed as Tuesday 19 July from 6.00 to 7.30 pm. Carol Randall can not attend due to work commitment.



Topic: Y6 Leavers Party – Tuesday 26 July, 6.30 pm to 8.30 pm

The date for the Y6 Leavers Party is confirmed as Tuesday 26 July, from 6.30 pm to 8.30 pm, and the DJ is confirmed.

The theme for the party will be decided by the Y6 children, from which the general organisation of the party and refreshments can commence. The party is to be funded by the school.

Action: Emma Henderson and Philip Male to consult with Y6 children to decide on the party theme, and advise PTA asap in order for the organisation of the party to commence.

Topic: Other Y6 Leavers Activities

- Pre-printed Leavers' T-shirts
- School to produce a DVD of photographs for each child
- Leavers' Assembly to be held at 2pm on last day of term. PTA to provide refreshments for parents.

Action: Carol Randall to organise Leavers' T-shirts

Action: Emma Henderson and Philip Male to organise the DVD of photographs

Action: Carol Randall to organise refreshments for leavers' assembly

Topic: Christmas Disco

The date for the Christmas Disco is confirmed as Thursday 08 December 2011 from 6.00 to 7.30 pm.

Topic: Sponsored Event – Friday 24 June 2011

This year, the Sponsored Event will be specifically targeted to raise funds for additional outdoor play equipment. A lot of children have mentioned that they still want the 'play barge' activity equipment which requires an additional amount of approx. £5,000 to be raised. The theme for the 2011 sponsored event is therefore decided to be 'Voyage around Britain', as the distance around the UK coastline (excluding islands) is approximately 5,000 miles which equates to the amount of money required to buy the play barge. Further details of the activities that will take place on 24 June are still to be decided, but event publicity can go ahead in the meantime so the children have enough time to complete their sponsorship sheets.

Action: Carol Randall to send out Sponsored Event paperwork on Friday 10 June

Action: Teaching staff to decide on sponsored activities, and organise the events for 24 June

Topic: PTA Blog

Action: Philip Male to arrange for the PTA to have a blog page on the new website.

Topic: Sports Day

The date for Sports Day is likely to be Friday 08 July.

Action: Carol Randall/Anthea Bell to purchase 3 new gazebos in Yellow, Blue and Red.



Topic: Car Boot Sale – potential idea to raise funds for additional play activity equipment

To raise further funds for the 'play barge' outdoor activity equipment, a car boot sale will be held on Saturday 09 July. Outline plans include:

- Timing: from 10am to 1 pm. Car park open to Sellers from 9 am
- Charge to sellers of £5 per car or £2.50 per wheelbarrow
- Selling plots to be booked and paid for, prior to the date
- Entrance fee to Buyers of 20p each
- Refreshments, such as hot dogs and cakes to be sold
- Tombola
- Games in the garden area of the school for children

Paul Pike and Anthea have made the basis of a plan, in which the school can be kept locked and secure, if the toilets from the Infant School can be used. Potentially 35 cars plus wheelbarrows could be accommodated.

Action: Carol Randall/Anthea Bell to start organising the event

Topic: Y3 In2Music Concert – refreshments

PTA to provide refreshments at the Y3 In2Music Concert at 2.30pm on Monday 11 July.

Topic: Y4-6 Concert – refreshments

PTA to provide refreshments at the Y4-6 Concert at 6.00 pm on Wednesday 22 June.

Topic: Major Event Plan outline for remainder of 2011

The following major events are currently being organised:

Date	Time	Event
Friday 10 June	6pm	Giant Sleepover
Wednesday 22 June	6pm	Y4-6 Music Concert (provide refreshments)
Friday 24 June	3.10 pm	Y5 Cake Sale
Friday 24 June	During school day	Sponsored Event
Saturday 09 July	10 am to 1 pm	Car Boot Sale
Monday 11 July	2.30 pm	Y3 In2Music Concert (provide refreshments)
Tuesday 19 July	6 pm to 7.30 pm	Y3-Y5 Summer Term Disco
Thursday 21 July	6 pm	Y6 Performance (provide refreshments)
Tuesday 26 July	6.30 pm to 8.30 pm	Y6 Leavers' Party
September 2011	tbc	Garden Party
Thursday 08 December	6 pm to 7.30 pm	Christmas Disco