



Hollybrook Junior School Meeting to discuss a forming a PTA Minutes

Summary

- Idea of a joint PTA unanimously approved
- Class reps appointed
- Upcoming events: definitely a Christmas Shopping Day
- Discos will be happening!
- NB: After this meeting took place the Infant PTA voted to form a joint PTA

Welcome

Mrs Wood welcomed the participants to the meeting. There were 23 people present in total.

Current situation

Mrs Wood noted that the Committee have all resigned their roles and the bank account has been closed. The Charity Commission returns have been completed and the previous officers will notify the Commission by 31 October that the charity has closed.

Why we need a PTA

Mrs Wood explained why we need a PTA:

- In 2014-2015 with a PTA almost £2,400 was raised for the school.
- Without a PTA no trips will be subsidised; there will be no discos; there will be no Summer Fair; there will be no Year 6 Leavers celebrations; the children will miss out on equipment.
- Class reps coordinated by the PTA could attend Parent Forums as in Hollybrook Infant School, and considerably improve communication between Hollybrook Junior School and parents/carers.

Mrs Wood explained what a Parent Forum does: Class reps gather positive remarks and constructive criticism from parents via direct discussion and email, and present them to the headteacher at the parent forum meeting, where they are discussed and hopefully resolved. Lisa Richardson attends infant school forums as a governor and would attend those in the junior school as well. Issues raised should be general – if there are specific issues with a child, then the parent should contact the class teacher asap, not wait for a forum.

Suggested joint infant and junior PTA

As it is clear that there are enough interested parents to help with events, it was proposed that the infant and junior schools have a joint PTA. This proposal was unanimously approved by the meeting. The infant PTA must now approve the proposal.

Proposed structure going forward

There would be separate chairpersons for each school due to the number of events and for ease of communication. However, the chairs would all work together.

Chair Juniors: Ruth Hollyoake, Vice Chair Juniors: Anna Babington

Chair Infants: Lisa Richardson, Vice Chair Infants: Sarah Bomber

Secretary: Kat Jeffery (both schools)

Treasurer: Lisa Waghorne (both schools)

Vice treasurers: Lucy Carney Waghorne and Hannah Waghorne (both schools)



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Vacancies

Class reps were requested for all classes in Hollybrook Junior School and people volunteered during the meeting and afterwards to fill these roles.

The class reps are:

5/6JM: Rachel Kennion & Vanessa Moore

5/6OB: Andrea Hoy & Clare Cole

5/6C: 2 reps still required, please contact Ruth Hollyoake

4LN: Aimee Ryles & Jo Brown

4S: Antonia Murphy & Jane Pate

3C: Katie Prieto & 1 rep still required, please contact Ruth Hollyoake

3K: Andrea Hoy & Clare Cole

Cake sale reps

Antonia Murphy and Aimee Ryles offered to coordinate cake sales for a joint PTA if formed.

It was noted that Lucia Jurkova and Sarah Gradidge have offered to help with cakes.

Proposed events

Mrs Wood explained that if the joint PTA is approved then there will be joint events and individual PTA events. Where an event is individual, funds from that event will go to the relevant school, whereas funds raised from joint events will be split evenly.

Table sale and/or Christmas Shopping Day

There was a lot of discussion about a table sale, during which the idea of reinstating the Christmas shopping day at the juniors was raised and warmly welcomed by parents present.

The suggestion was for children to bring in a list of presents and sum of money, perhaps £2 per present, in advance of the Christmas shopping day, and for the PTA to use this money to buy the correct number of presents for the children to choose from on Christmas shopping day. No payment would mean no present-buying and would take away the previous problems of not having enough presents on the day.

Directly after the meeting some participants pointed out that due to the early break-up for Christmas and all the planned events including the infant Christmas fayre and a Christmas shopping day, doing a junior table sale as well might make the calendar incredibly hectic. Also, the table sale might not be well-visited if it was very close to the infant fayre.

Thus it might be better to organize a really good Christmas shopping day for the children to enjoy and look into doing some kind of sale in the spring term when there is not so much going on. These points require more planning and discussion at a meeting to take place soon, date to be confirmed. There was an idea of doing Christmas cards instead to make up for the loss of revenue.

Any other business

Facebook

As this is working well in the events there was a request for it to be extended to the juniors. Each parent would have to sign a protocol and the school would appoint an administrator. Staffing in admin is currently an issue, but hopefully Facebook pages can be sorted out soon.

Disco



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Only a summer disco is currently booked due to the number of events already booked in before Christmas and the lack of a PTA at the juniors. Antonia Murphy and Aimee Ryles offered to organise a disco before Easter and Ruth Hollyoake said she would get some dates from the DJ Andy Maxwell. Discos from now on (assuming a joint PTA) will be in the junior school hall, with the infant disco immediately before the junior disco.

Parents helping in school

A number of parents offered to help in school. It was discussed that it would be helpful if there were a bank of parents who could be called upon.

Mrs Wood said help is definitely needed in the library and she will ask Miss Alderson what help she would like and what sort of times that might be at. Vanessa Moore, Shadi Torbati and Brigitta Modroczy offered help.

Mrs Wood also said she would bring up the issue in the next staff meeting of whether or not parents would be needed/welcome to come in and help with things like reading.

Mrs Wood said we really do need helpers to walk to the Harvest Festival and that no DBS is necessary for that event.

Mrs Wood also said she would check about DBS transferability and cost.

Date for a future meeting

Mrs Wood said she would prefer an evening meeting, and Ruth said the replies from parents supported meetings either in the morning or evenings, but not afternoons.

Date to be confirmed