

Baildon Church School PTFA

Annual General Meeting & PTFA Meeting – Monday 18th October 2021, 7pm, School Hall.

Present:

Mrs Savage
Emma (children in Yrs 4 & 2)
Kirsty (children in Yrs 4 & Reception)
Wes (children in Yrs 2 & Reception)
Lilima & Pav (child in Reception)
Laura (child in Yr 2)
Jenny (child in Yr 2)
Gemma (children in Yrs 4 & 2)
Amanda (child in Yr 4)
Ryan (children in Yr 2 & Reception)
Carlo (children in Reception & Nursery)

Annual General Meeting

Notification of AGM & PTFA Meeting went out in the newsletter.

As a charity it is essential to have an AGM. Currently 4 posts and all post holders need to stand down and then members be proposed and seconded. Need to have double the amount of attendees to committee members in attendance.

Chair – Emma Jasper, seconded by Amanda McCarthy

Vice Chair – Kirsty Ibbitson, seconded by Emma Jasper

Secretary – Gemma Stead, seconded by Wes Little

Treasurer – Wes Little, seconded by Amanda McCarthy.

AM offered to support WL for a year as a handover of this post.

Thanks to Sarah Rimmington who held the position of Secretary for many years. Flowers were sent out to her.

EJ & AM stressed that whilst these 4 roles are instrumental in the administration of the PTFA that support is needed from all parents to help raise funds and deliver fun events for all the children in the school. All children would be impacted by the absence of a PTFA. A plea for everyone to draw on their networks for volunteers and support.

PTFA Meeting

Every year £3900 is required to cover school trips. Fundraising was down last year as could not host the larger events such as Winter Fair & Summer Fair.

KS explained that EYFS, KS1 & Lower KS2 have already been refurbished. Upper KS2 is scheduled for Summer 2022. The library needs a professional company to design and overhaul it. EJ explained any excess funds this year will be donated to this project.

Finances

AM talked through the accounts from last year.

PTFA needs to know about people who work for companies who will match fund. £1500 was received from Lloyds Banking Group last year.

Secret Santa was a success last year. It raised £3618. A lot of work done in school by teaching staff as parents weren't allowed in the building last year. It is hoped that parents will be able to assist this year.

Easy Fundraising is free money. We need people to sign up to this as a priority.

Didn't pay out as much last year due too limited fundraising opportunities.

Fundraising ideas

AM explained we need to use the changing landscapes of COVID to address how we fundraise. Events should have 2 purposes – 1) fundraising, 2) enjoyment. Fundraising efforts of the Darnbrook family used as an example of an alternative way to raise money for the school. Other consideration is to ask all families to contribute £5.

EJ has joined PTFA Facebook group for ideas. Our financial state looks healthier than other schools on there.

Suggestion to pay for the library instead of school trips this year. KS explained this would not work as some families couldn't afford to pay for it and school would then have to subsidise it.

Discussion as to whether you can have an open GoFund me page with no expiry date so people could use this page for individual fundraising efforts.

ACTION: WL to look in to this.

WL suggested holding traditional events like beetle drives or Halloween party and could use alternative venues like Copper Beech Club. His partner also has an alcohol licence which could be used at events.

Mr. Holliday has been approached by someone who is interested in hosting an adult summer ball.

ACTION: Make contact with Mr. Holliday regarding this.

KS explained the following would be needed to hold in-person events:

- Risk assessment
- Safeguarding lead

- DBS checks so can work in school without staff supervision. DBS checked PTFA members can supervise other non DBS checked volunteers.

Winter Fair: It was agreed to not hold the Winter Fair this year due to COVID risk for large events during the winter.

School disco: It is believed DJ John has retired and moved away. EJ has made enquiries with Party Mania. Proposal to move this to February 2022. Teachers can't do virtual disco again as took up too much time plus complications of YouTube. Wasn't cost effective. Secret Santa Room holds more value currently.

Printer Cartridges: Original toners and cartridges can be recycled via school. £73.75 was made in one month. Can also save green points (currently have 74) and buy things for school with it. GS has tried asking local businesses for their cartridges. KS suggested asking Titus Salt school if we can have theirs. KI suggested advertising on Baildon Community Group on Facebook and organising a collection point in Baildon village.

ACTION: GS to explore further. EJ to speak to Sarah Baxter at St. Johns to see how they dispose of theirs.

Christmas cards from Dandy House: Enquiry made but too late for this year and they were found to be quite expensive.

Christmas baubles: Donated by Jenny & Gill McVay. 500 in total. Was successful last year. Children colour a bauble to hang on class Christmas tree instead of sending Christmas cards. Donations made via School Money. Suggested minimum donation of £1. Better for the environment.

ACTION: KS to check location of Christmas trees. EJ to write about this in first newsletter after half-term break.

Social Media: PTFA currently have a Facebook group, Instagram and Twitter accounts. PTFA posts are shared by Year Group reps in their WhatsApp & Facebook groups. Need to have more followers. JM offered to be the Social Media Officer. Suggestion made to post PDF of newsletter on Twitter each week and to create a school wide WhatsApp group and share it on there.

ACTION: JM to look in to suggestion of a school wide PTFA WhatsApp group.

Winter Raffle: Suggestion to hold a winter raffle instead of winter fair. Lisa Rhodes offered to help with this. Laura offered to donate Body Shop products as prizes and EJ has already spoken to parents who are photographers for donations. We would advertise the businesses which have donated.

ACTION: JM to look in to online winter raffle sites. EJ to connect JM with Lisa Rhodes.

Christmas Panto: £90 for one or £140 for 2 productions lasting one hour each – Aladdin & Cinderella. It was agreed to donate £140 to this. One will be watched last day of term and other can be watched at home over the holidays.

ACTION: EJ to organise.

Santa's Secret Room: Mrs. Clough & Mrs. Hargreaves have agreed to run this. GS believed there are still wrapping paper and gifts in the PTFA cupboard from last year. This is a good event to match fund as brings in the most money. AM will try to do this again this year. Will take place on 16th December.

ACTION: KS to check on supplies in cupboard. Also to ask Mrs. Clough to contact PTFA.

WL & AM to sort the finances for this event.
EJ to look for letter template from last year.

Bags2School: Wasn't very profitable last year. Suggestion to have a clothing bank on site so donations can be made all year round rather than once a year. KS explained could be difficult as already having to move the bins away from the school building so may not have space for a clothing bank. Other suggestion was to run this twice a year instead.

ACTION: EJ to look at alternative companies.

Easy Fundraising: Currently has 84 supporters but need more. Can shop via the App and also raise more through share codes.

Amazon Smile: Need to plug this more for Black Friday and Christmas purchases.

Stampastic: Not sure if the purchases were affiliated with the school. No communication has been received from them.

Grants:

ACTION: WL to apply for WHSmith Grant.

KI to apply for Co-op Community Fund & look in to Co-op card charity.

Bag packers: Possibility to organise this as a small group. Not sure whether this is allowed during COVID times.

Baildon Carnival: Takes place in July. Baildon C of E need to have a presence this year. Mrs. Smith & Mrs. Morgan leading on it. Previous year the school ran a Teddybear tombola so will look to run something similar. PTFA have a card reader and mobile phone for use. Will look for volunteers nearer the time.

Your School Lottery: Can set up frequency for contributions and prizes.

ACTION: EJ to look in to this further.

Open evening for new nursery and reception starters: Will now be an open morning on Saturday 13th November from 9-11. Chef Nathan will order tea, coffee, paper cups etc. Volunteers will be needed to serve. EJ, GS & JM think they are available. JM might be able to get PTFA T-shirts printed. AM has some plain, white T-shirts to donate.

Penalty shoot out with Bradford City Community Foundation: School are looking to organise this. Could operate the same way as the Usborne Sponsored Read.

ACTION: KS to ask Mr. Shepherd to look in to this.

Other suggestions for possible fundraising events:

- Non-uniform day – possibly in Spring 1
- Outdoor cinema
- Outdoor ice rink
- Happy Circus – **EJ looking at this as joint event with Sandal. May also need to involve Baildon Town Council if road closures required etc.**
- Farm event

- Baildon Alpaca – **WL to speak to owner about a possible school event.**

Governors are currently undertaking the planning for the library re-fit. Request made for PTFA to be made aware of the costs to help fundraising efforts.

If attendees wish to join a PTFA WhatsApp group then need to send their mobile numbers to baildonptfa@gmail.com

Next meeting Monday 29th November 2021 at 19:00