

PTA/FOWI meeting – Monday 16th September 18:30.

Held at School.

Attendees: Billie, Suzannah, Madera (1), Gemma (2), Sam, Jackie, Emma, Kat, Tracey, Izzy, Jenny & Sadie.

Opening Business

- Attendees asked if anyone would like to take over as chair for the new academic year, it was agreed that Billie would continue.
- Sam will take over the weekly newsletter update; key diary dates will remain in there for the next 3 months minimum to ensure plenty of notice.
- Dates have been shared with Arno Vale Juniors to prevent conflicting event dates
Q. Sam, do we have dates from Carly? Not as of yet, but we do know the 4th October is the Childrens disco.

Funds

- Sam has setup the ASDA CashPot – any funds gained would be shared with the school in February 2025. Every time you scan ASDA rewards you are asked if you'd like to support a school; you can either enter a particular school or select all – ASDA will then put in a set amount into either Woodthorpe pot or the generic school pot (this is the apportioned out across all).
Monies will be paid into Parent Kind and then through to the bank.
- Each year group have been given £700 to start the new year off and full school event already confirmed for July. **ACT – Sam** to share an update in the newsletter in a few months' time once more of the funds have been spent.
- Signage completed on the school driveway. **ACT – Mrs Bowler** to take photos and share in the Newsletter.

Last year:

Row Labels	%	£ Approved	£ Spent
2023/2024		£3,294.70	£3,294.70
Whole School	30.66%	£1,010.14	£1,010.14
Foundation	13.03%	£429.14	£429.14
Year 1	18.15%	£597.95	£597.95
Year 2	38.17%	£1,257.47	£1,257.47

So far this year:

Row Labels	%	£ Approved	£ Spent
2024/2025		£4,150.00	£1,055.07
Whole School	80.56%	£1,650.00	£850.00
Foundation	16.99%	£1,100.00	£179.25
Year1	0.00%	£700.00	
Year2	2.45%	£700.00	£25.82

Christmas Cards

Support required for Foundation, 2 people per class ideally, this would take place in the afternoon. All other classes will need to be completed by [Wednesday 2nd Oct](#) – this will allow time for mop up sessions.

Order needs to be placed by the middle of October, date TBC.

Allow 2 weeks for parents to return the forms – **ACT – Sam** to send a reminder out as no mop up orders.

Class 1 & 2 have swapped days. **Claire**, if you'd still like to go in to support Class 2 then please feel free – the more the merrier!

Class 2 – Tuesday 24th Sep 1:15

1.	Sam
2.	Issy - TBC

Class 1 – Thursday 26th Sep 1:15

1.	Kat
2.	Kat +1 / Jenny's mum

October Non-Uniform

[Friday 11th October](#); bring a colour for Christmas Fair hampers. They can bring anything they'd like, it just needs to be the colour for their class. Colours assigned as per the below.

ACT – Sam to share in stand-alone notification.

Class 1	Purple
Class 2	Green
Class 3	Red
Class 4	Orange/Yellow
Class 5	Blue
Class 6	Pink

HALF TERM – break up Friday 18th Oct, back Monday 4th Nov.

Christmas Trees

A success last year, hoping for repeat customers as well as new.

Collections to be after school ideally on [Friday 29th November or latest Monday 2nd December](#).

Notification to be sent out at the start of November – first week of the new term. **ACT – Billie** to share with Sams last years.

ACT – Billie to update prices and order forms and share with Sarah. To be sent home with each child.

ACT – Billie to find out minimum order of wreaths and add to detail.

Childrens Disco

[Tuesday 3rd December 15:30 – 17:00](#) - setup from 14:45.

Price increase to £6.00 per person following the DJ putting his prices up – this will include a drink, snack & cake. Discussion held on whether we'd want to change the crisps/cake to a healthy snack but it was a landslide voted against doing so.

Colour corner in class 6 – this worked really well last year and a lot of children utilised it throughout the event.

Setup to include; tables put out, jugs of juice pre-made.

Mrs Bowler to support in the management of dietary requirements.

Foundation to eat first and to start about 15 minutes in.

ACT – Billie to buy additional jugs.

5 people minimum required.

1.	Gemma
2.	Kat
3.	Priyantha
4.	Heather
5.	Sam
6.	Billie
7.	Kerry

Christmas Fair

Friday 6th December 15:30 – 17:00.

Stalls:

- Teachers stalls x 6 – **ACT – Mrs Bowler** to ask for confirmation of what each class will do.
- Food & Drinks:
 - Cold drinks only
 - Cakes - ask for donations **ACT – SAM** to add to the newsletter.
 - Samosas to be ordered – **ACT – Catherine** – would you be able to collect?
 - Look to potentially do pre-orders; order details to go out at least 2 weeks before to ensure enough time, cut off Friday 29th Nov.
- Teddybola – **ACT – ALL** any teddies seen advertised for free or being given out, please collect and give to Sam.
- Raffle – **ACT – ALL** to work their magic for raffle prizes. **ACT – Suzannah** to create a list of whos contacted who to prevent double touching.
- FOWI Stall 1 – to be decided in the Christmas Fair specific meeting.
- FOWI Stall 2 – to be decided in the Christmas Fair specific meeting.
- Popcorn – **ACT – Billie** to contact Carly to see where the machine is.
- Santa's Grotto **ACT - Issy and Gemma** to manage.
 - Izzy's dad to be Santa. **ACT – Mrs Bowler** to find the Santa Suit.
 - Should we create our own Grotto or look to hire something? **ACT - Gemma** to look at hire costs and update Billie so we can either hire or decide on an alternative.
 - The meeting room near Class 5 to be the setup location – decorate walk way with fairy lights etc.
 - A charge of £3.00 per child.
 - Selection Boxes to be handed out.
 - 2 x Elves on the door – one to take photos using the parents mobile phones.

Below are the stall allocations, in the planning meeting we will discuss what is required for each so you are all comfortable with what is required of you. Sam is going to ask for parent volunteers and we are looking to gain support from other members of the school staff – once numbers are known, I will then be able to confirm times on stalls to ensure everyone, who wants to, gets chance to look around.

1. Food/Drink	Sadie
2. Food/Drink	Jenny
3. Food/Drink	Billie's Dad
4. Teddybola	Anne-Marie
5. Teddybola	Kate
6. Raffle	Mrs Bowler
7. Grotto	Gemma

8. Grotto	Kat
9. Popcorn	Lucy
10. Stall1	Sara
11. Stall1	Hannah
12. Stall 2	Jackie
13. Stall 2	Priyantha
14.	Billie

ACT – Mrs Bowler to ask for staff support.

ACT – Sam to create the parent volunteer list.

Christmas Fair planning meeting – Thursday 7th November – 7pm – Mapperley Top.

HALF TERM – break up Friday 20th Dec, back Monday 6th Jan

Half 2 PTA/FOWI meeting

To be held on Tuesday 28th January; 18:30 at school.

January Non – Uniform

Friday 31st January; Make the rules... each class makes a rule for the day...

Do we want to change the name?

£1.00.

Half 2 of the year

Events planned for the second half of the year:

- Childrens Disco – Thursday 27th March
- Easter Egg Competition
- May Non-Uniform day – Bring a bottle – Friday 9th May.
- F2 new parents evening – May
- Sports Day Tuesday 17th PM (reserve Monday 23rd) – June
- New Starters Picnic – June
- Frozen Fridays – June
- Summer Fair – Friday 13th June
- Family Disco – Friday 27th June
- Whole School Event – Monday 7th July.