

PTA Minutes – 14th September 2021

Attendees: Ruth Parker, Helen Robinson, Laura Ives, Nicki Ellis, Sue Marshall, Alison Gaynor, Sonia I,

Apologies: Sara Claxton, Julie Dale, Rachael Davidson, Lesley Day, Katie Middleton, Helen Garner, Rebecca Reynolds, Heather Lakin, Julie Bradley, Marianne Steadman, Tracey Roberts, Kathryn Bythe, Natalie Wright, Jemma Cooper, Alex Coyle

Items discussed;

Item No.	Details	Person to Action
1	<p>PTA Roles were discussed and the following are currently in place: Chair: Ruth Parker Treasurer: Helen Robinson Secretary: Nicki Ellis / Laura Ives</p> <p>Helen's daughter is in Year 6 so we will need a new treasurer, please contact the school office. If you are interested in assisting with this role for 2021/2022 with a view to take the role on in 2022/2023.</p> <p>Others are welcome to put their names forward to support these positions.</p>	
2	<p>Class Representatives: This role is to be the representative for each class for events such as Christmas Hampers, Cake sales etc, to coordinate donations/stalls.</p> <p>Reception Year 1 Year 2 – Alison Gaynor, Natalie Wright Year 3 – Laura Ives Year 4 Year 5 Year 6</p> <p>Please contact the school office If you would like to become a class representative.</p>	
3	<p>Newsletter, it was agreed that this needs to be updated with the current details and circulated to all parents/carers.</p>	<p>LI to complete & send to school office for circulation to parents</p>
4	<p>HR provided an update on funds raised/ spent in 2020/21 Total Raised £8,124.06 Spent £6,037.92 A breakdown of money spent can be provided if required, please contact the school office who can forward this request.</p>	

5	HR asked SM to liaise with the staff about what they would like money raising for this academic year. SM mentioned the possibility of some sail type shades for the playground for the summer months.	SM to provide an update at the next meeting.
6	<p>List of Events for 2021 Carleton Gala – Sat 11th Sept 2021 Fashion Show – Sat 9th Oct 2021 2pm (Carleton Village Hall)</p> <p>Christmas Cards – SM advised that these can be completed within school as part of the Art lessons. Bonfire – Selling sweets/ toffee Village Hall Craft Fair Café Christmas Raffle</p> <p>The Christmas Fayre was discussed SM mentioned the possibility of this being replaced with a Film night as December is a busy time of year, it was agreed that further discussions were needed</p>	<p>Raised £271.06 LD to organise. Please let the school office know if you would like to help at the event.</p> <p>SM, NE to liaise with school and complete online orders. RP to confirm date. RP to confirm date. Class Reps</p> <p>SM to speak to staff PTA to discuss further</p>
7	Termly meetings to be arranged with SM	RP & SM to arrange dates
8	Date of Next meeting	After half term - RP to confirm date.
9	<p>Any Other Business</p> <p>RP asked SM if the PTA could have a small space allocated to keep donations box, tea, coffee etc for events, SM agreed to find some space.</p> <p>RP asked SM if PTA members need DBS checks, SM advised that unless they were left unsupervised with children they did not require DBS checks to be carried out.</p> <p>HR asked if Bags to School collections would still take place, SM confirmed that the school office were currently looking at arranging a date and would send out communication once date has been agreed.</p> <p>LI –Mentioned that Tesco Bags for Help scheme has changed its policy and they now need a specific project for us to be considered for the scheme.</p>	