

Minutes of Silsoe VC Lower School PTA Meeting

Thursday 3rd March 2022 7.30pm

Attendees: Sarah Vaughton
Haley Hills
Jeanette Manrique
Soli Indge
Rachel Sprigge
Liz Harper

Agenda Item:

1) Secretary Role – Jeanette Manrique has officially now stepped away as Secretary and the PTA. JM to finalise expenses and receipts from Xmas 2021 and submit these.

2) Hop Bop Disco:

- Confirmed disco times as 4pm – 5pm and 5.30pm – 6.30pm
- We now have plenty of volunteers to help across both sessions (parents and teachers/staff) – much appreciated. Confirmed that there will be PTA members (DBS Checked) at both sessions.
- At the disco there will be a squash/water bar with plastic cups.
- Ticket price confirmed at £5 per child.
- Games with prizes to be won such as ‘Best Dancer’ etc.
- Looking at Easter themed treats such as Easter Haribo, eggs, lollipops.
- Safeguarding – seeing children out of the disco. Who does this? Policy on past discos?
- Locking of building – who is available?
- Allergies
- Asthma and epi pens – available from school office?
- First aid kits and first aiders – who is available.
- put together mock up of form to go out in book bags
- risk assessment
- set up disco = Liz, Daniel and Haley
- clean up team = Sarah, Daniel and Liz
- volunteers will be emailed nearer the time with action plan such as arrive 10mins beforehand if possible and help to set up/tidy up

3) Quiz

- Looking at the potential date of 16th July 2022.
- PTA members available to help are = Sarah, Soli, Rachel, Jen, Haley, Liz, Daniel (James possible quizmaster)
- Soli emailed village hall to enquire about following on from a party already booked that afternoon.

4) Circus – 1st October 2022

- Toilet hire
- seating capacity and ticket prices
- food/drinks and pitch fees
- sponsorships – Liz to look into packages
- stalls on playground for food, sweets, popcorn etc
- ticket desk on playground gates – help with queueing

5) Newsletter – would like to do one and need content

6) GoFundMe – page to be set up for school outdoor classroom rebuild

Next Meeting – date to be confirmed