



## HASLINGDEN HIGH SCHOOL

PTFA Meeting 13<sup>th</sup> May, 2019

### MINUTES

**Apologies: Mark Jackson, Luba Reeder, Kate Flavell, Tina Ainsworth**

#### **1. Bids for funds**

Kate described a bid received from K. Shah in science for £389.20 towards the cost of 12 year 9 students attending a STEM competition. This would be to cover the cost of transport and entry.

It was decided that although we have a very healthy bank balance at the moment we do not cover the cost of competition entries / travel arrangements.

Kate agreed to inform K. Shah and explain the situation as well as offering to contribute to other aspects that could be made available to all students at some point, such as kit needed, etc.

#### **2. Events and Activities:**

Kate asked for volunteers to help at the following events:

- **Sports Awards Evening**

- **Friday 28<sup>th</sup> June, 7pm**

- **Claire Smith**
- **Vicky Mann**
- **Kate Sieg-Hogg**

- Claire will organise the alcohol license for this

- **Year 6 Invitation Evenings**

- **Wednesday 3<sup>rd</sup> July, 6pm & Thursday 4<sup>th</sup> July, 6pm**

- **Claire Smith**
- **Vicky Mann**
- **Kate Sieg-Hogg**
- **Susan Briggs**

- Claire discussed the possibility of PTFA providing refreshments FOC / donation with the aim to be able to chat to as many new parents as possible. [Kate to ask PRI / RME.](#)
- It was agreed to have the PTFA stand outside the Sixth Form (weather permitting) as being just inside the doorway can get too congested)

### **3. Treasurer's Report**

Current total funds stand at £12, 636.20. Claire thanked everybody for their continued support in fundraising. Kate thanked Claire for all her hard work with the accounts, especially for the 300 club and Easyfundraising. Claire reported that we have broken the £1000 mark with Easyfundraising, raising over £1000 in just over 1½ years.

After discussions it was agreed that we will continue to save for something 'big and special' unless further bids come in.

- Kate said she would remind Curriculum Leaders to request for bids as if parents don't see the money being spent in school the fundraising may go stale.

### **4. Feedback suggestions for social events**

The possibility of the following events was discussed and their suitability:

- Bingo – agreed to repeat next academic year
- Quiz night – continues to be a success and will be calendared for next year.
- Car Boot Sale – very dependent on the weather. This has been attempted before with little success.

Other ideas which need further research included:

- Festivals
- 1 per month Friday night Youth Club
- Halloween / Valentine's Disco (Kate reminded the PTFA that we used to run a very successful Halloween disco along with the Sixth Form management team)

- Tea and Coffee at Parents Evening – Kate will speak to RCL re the possibility of this.
- Pancake tossing
- After-Prom party
- Inflatable Fun Day
- UV Football
- Silent Disco
- Fashion Show / Prom packages

## **5. Terracycle**

Parent, Samantha Woodend very kindly agreed to attend the PTFA meeting to explain what she has been doing with regards to recycling and what she can do to help the school with recycling and raising money.

Samantha currently is enrolled to the Terracycle scheme for crisp packets, Pringle tubes and chocolate and sweet wrapper. If we have collection points in school for these forms of packaging, Samantha is happy to collect them from school and send them off along with her own recycling. She can then nominate a charity to receive the money earned. Claire has already signed the PTFA up as a registered charity and Samantha just needs to select us. The monies would be released to the PTFA twice yearly.

- Kate will check this out with DDA / MJA.

Further discussions were had about other recycling possibilities and the idea of toothbrushes, toothpaste tubes and toothpaste packaging was decided. As these items would need to be brought in from home it was agreed to have a ½ term trial to see if students would be prepared to bring in these small items for recycling from home.

- Kate will check this out with DDA / MJA

## **6. Constitution and Policies**

Kate distributed the Constitution and policies that have recently been drafted. These are all fundamentals of how we run the charity. The Constitution and Policies will be voted in at the AGM in September. We

then submit the Constitution to the Charities Commission along with the minutes of the meeting. This must be available for people to read before the AGM. Kate will ensure all documents are on the PTFA website and a Parentcall sent out with a link.

Through the development of the policies it has also come to light that we need to complete Risk Assessments for the events we host (not needed for school shows / events as they will already have been completed). Kate shared a sample RA from Lancashire County. Due to the time it was asked for any further feedback to be e-mailed to [ptfa@haslingdenhigh.com](mailto:ptfa@haslingdenhigh.com)

## **7. AOB**

**None**

**DONM: 30<sup>th</sup> September, 6pm**

### **AGM**

- **Election of officers**
- **Approval of constitution and policies**