

**PTA Meeting: 4/12/2025**

**Time: 20:00**

**Location: Boot & Slipper**

**Attendees:**

Sarah Higgins, Steph Walsh, Maria Atton, Nancy Nowakowski, Shannan Murphy, Carla Cereda, Catherine Wright, Claire Tandara

**Apologies:**

Susie Loughlin, Fiona Knowles, Kate Wagstaff

**Christmas Cheer planning**

Date: Friday 12<sup>th</sup> December after school

- Pricing things to sell. Agreed the following prices for gifts that will be sold on stalls:
  - o Adult socks £4
  - o Candles £4.50
  - o Christmas bookmarks £2
  - o Festive light-up balls £2.50
  - o Glow-in-the-dark mochis £2.50
  - o Duck envelopes £1
  - o 6-7 toy £2.50
  - o 3d star £2.50
  - o Mini animals £0.50
  - o Little lizard £1.50
  - o Large lizard £2
  - o Twisty Christmas toys £1.50
  - o Gel pens £1 each
    - There may also be Christmas keyrings to sell but it's not clear if they will arrive in time.
- Mrs Mead will also have a stall selling things; PTA asking 10% of takings
- Price of other activities
  - o £0.50 for spin the wheel; prize = sweets
  - o £0.50 to guess the number of sweets in the jar
  - o £0.50p per craft activity
  - o £1 for lucky dip
  - o £1-£3 per jolly jar, prize to be worked out on day based on size
  - o £2 for gal face painting
    - Discussed need photos of ~3 options to keep simple
- Considering whether to do a 'guess the name of the bear' depending on cost of bear
- Refreshments

- Hot choc, tea and coffee
  - Agreed to keep same prices as last year: £1 for tea and coffee; £1.50 for hot choc or £2 with either cream or marshmallows
  - Agreed needed 6 cans squirty cream and 2 x 4pints milk
- James is donating squash and cans again
  - Agreed to keep same prices as last year: £0.50 for squash
- Cakes and biscuits donations on Friday AM
  - Agreed to keep same prices as last year: £1 for cakes and mince pies, £0.50 for biscuits
  - Discussed again need to ensure nut-free
- Sarah will ask Tesco about donating mince pies for the Christmas choir concert the night before; any leftovers could be added to cake and biscuits
- Music
  - Claire confirmed with Mrs Harrison choir will sing 1600-1615
  - Yr 4 will also be invited to sing one of the songs from their nativity play after the choir ~1615 - 1620
  - Agreed didn't need DJ, but to confirm with Mrs Harrison to set up playlist with carols
- Volunteers
  - Set-up from 2pm; two shifts (1515-1600; 1600-1645); + tidy-away.
  - Minimum coverage but agreed more volunteers would be good, particularly for tidy-up. Message subsequently sent to year group WhatsApps.
  - Claire agreed to email the teachers if they'd like to volunteer.
  - Agreed to put 3 volunteers on first shift of gel face painting as likely to be popular.
- Lucky dip prizes, noting some are still awaiting delivery so may not all arrive in time.
  - Roblox 24 small characters
  - Bendy pencils
  - Bookmarks
  - Stretchy worms
  - Balls
  - Rings
  - Fidgets
  - Animal post-its
- Other things needed
  - Catherine will bring some Christmas tablecloths for stalls that won't get messy; Maria will also bring a red one
  - Nancy will bring tinsel to decorate table edges
  - Catherine will do price list for gifts
  - Catherine will bring shredded paper for lucky dip bags
  - Sarah buying sweets for spin the wheel
  - Maria can bring 2 Christmas sacks for lucky dip
- Paying
  - Mira and Lindsey discussing separately floats and QR codes
- Hampers
  - £252 in raffle tickets sold to date
  - Maria has a poster to advertise raffle once pics of hampers are ready

- There will be a raffle table and 2<sup>nd</sup> hand uniform sale in reception during Christmas cheer

### **Christmas choir concert**

- Brief discussion of who will be volunteering (Sarah, Catherine, Kate, Carla)
- Agreed to sell tea and coffee for suggested donation
- Recognise only short window to sell refreshments

### **AOB**

- Claire reported that Mr Lloyd wanted to know if the PTA could provide £100-150 for new stage lights; members present agreed should be fine but needed to speak to treasurers
- Claire noted school could do with more thesauruses; agreed to add to Amazon Wishlist. Also agreed that Claire could encourage school staff to think about what else they'd like to add to the Wishlist.

**Dates:** \*Next mtg January; Date TBC; likely ~ third week\*