



PTA: 13/11/2025

Time: 20:00

Location: Woodside Junior School

Attendees: Kate Wagstaff, Julia Smith, Maria Atton, Sarah Higgins, Nancy Nowakowski, Steph Walsh, Julie Harrison, Mira Pitkin, Catherine Wright, Susie Loughlin, Lindsay Golden

Apologies: Kate Dinwiddy, Carla Cereda

No issues arising from last meeting

1. Disco –made £900

- Went really well
- Order more sweets next time.
- No one ate Ready Salted crisps.
- Glow sticks went down well.
- Had games, smoke machine, lights
- Sarah –suggested we could ask the children to name a song they want played via Classlist when the parent/carer books their ticket
- Suggestion that a microphone would be good.
- Julie – Suggested starting straight away at 3:15 next time
- Mira – Keep tickets at £5.
- Last-minute add-ons are OK, within reason.
- £110 was made on the door
- Steph – suggested to limit the number on the door for future events
- Steph – Teachers to ask kids what they want in terms of events for next year e.g.
 - → Disco
 - →Bingo
 - →Cinema
- Maria – suggested that the children could put their order of preference

2. Classlist Admin

- Classlist – Download is tricky to use/needs manipulating after we get the list from the office for Christmas decorations.
- Nancy said she would sort/clean up the list of children into the correct year groups perhaps with the help of Carla
- Mira suggested to find out from Classlist Admin whether it is possible to make the First name and Surname of child field mandatory as there were some with no names provided as these are not mandatory fields.

3. Choir – Christmas Concert (6:00–7:15)

- Volunteers: Sarah, (enough helpers) Lynne Fountain, Catherine
- Set up 5:30pm
- 5:45pm Children arrive
- Approx. 100 attendees
- Cakes – for kids + adults (mince pies).
- Drinks - tea, coffee, squash.

4. 5 Dec – "Break the Rules"

- A4 poster needed
- Children wear own clothes in exchange for a hamper gift – each year group has a nominated colour

5. Christmas Cheer

- Christmas Cheer Jolly Jars
- Poster: Maria
- Boxes – Tesco to supply boxes for hampers.
- Cellophane for wrapping (Catherine has some left from last year)
- Christmas wrapping paper to line the box.
- Wrap hampers the Friday before.
- 6 helpers required.
- As the School has a no Nuts policy then the communication should be no nuts please

6. Hamper Raffle

- Announcing hampers on the day– Mira.
- Adding names of tickets sold on the day to Classlist → Mira to do this and to show Lindsay how to do it for the future (same as Summer Fair).

7. Stall Ideas

- No need to get a TENS licence as the mulled wine didn't sell last year.
- Nicky Lomax's husband provided drinks – soft drinks.
- Sarah – Cans of drinks would sell.
- Prize Wheel – "6 and 7" to win suggested
- Mira – Christmas Craft Stall.
- Tuck shop – sweets sold out last year.
 - Need more than 2 people.
- Popcorn machine – salted only.
 - Need bags – ready to restock.
- Since the meeting the Popcorn machine glass door has smashed and so this is likely to be parked in case it can't be fixed in time
- Play Your Cards Right? – may not be space.
- Julie – Can spill out onto the courtyard.
- Susie to ask her husband if he can provide uplighters – update on this since meeting is that he sadly cannot this time

- Jolly Jars

8. Christmas Gifts / Ideas

- Didn't sell – Reindeer headbands.
- Catherine still has lots left over.
- Sarah going to Home Bargains on Sunday.
- Ideas:
 - Fidget toys
 - Legami pens
 - Squishy animals / tiny animals

9. Other

- Christmas decorations are ordered (Catherine confirmed)
- Flyers by 20 Nov so they can go into the school newsletter on 21 Nov
- Maria to draft these and send over.
- Floats for each stall (Mira & Lindsay to sort)
- SUMUP – Lindsay to sort.
 - Cash option via the phone if QR codes don't work for everyone.

Next Meeting:

4 Dec 2025 @ 8pm

Location: Boot & Slipper pub, Amersham