



## MINUTES– Monday 1<sup>st</sup> March 2024

Location: School Dining Hall

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Action Tracker: [Appendix 1](#)

Attendance list: [Appendix 2](#)

Summer Fair Planning: [Appendix 3](#)

1. Welcome by Dale Filipek.
2. Minutes of the last meeting approved.
3. Action Tracker- relevant items are incorporated into the agenda today, so this wasn't reviewed.
4. Overview of upcoming activities:

### Spring term PTA activities:

- i) **Brush Party**- Review/Feedback. The event went was a success and we hope to run it again next year. If we run it again some thoughts: similar numbers as we couldn't fit many more in the hall (40); we would order in pizza and factor this into the price; possibly start slightly earlier; it was suggested we could have had a bar to raise more money for the PTA, but we still had beer/prosecco left at the end of the night. Many thanks to Helen Hartley, Eloise Isaac, Emma Bickerstaffe, and Leon Marsh for their help with this event; and to the SLT, Office and Lukasz for all their support.
- ii) **PTA Quiz**. Date to be changed (so that teachers/Year 6 are able to attend) to **Thursday May 23<sup>rd</sup>**.  
ACTION: PTA Core team to re-send comms and adjust sign-up sheet.  
Reps to encourage parents in their classes to buy tickets – teams can be arranged closer to the time!
- iii) **Easter Egg hunt**- Friday 22<sup>nd</sup> March.  
ACTION: Please can reps send list of volunteers to Dale. Please can we also have 2-3 volunteers/class (but the more the merrier!). We also need 2-3 volunteers across the school to help package up the eggs on Thursday 21<sup>st</sup> March after drop off.

### Summer term PTA events:

- i) Summer Fair- see Attachment. The summer fair is an important money earner for the PTA. Please can class reps consider what has been allocated; plan their stall incl. profitability/budget; and raise any queries to the PTA Core team before the end of term as well as sending their plan.
- ii) The core team would like some extra volunteers to help with the fair, especially anyone beyond the current reps. Kate Dossa volunteered.

ACTION:

Reps to plan a profitable stall and send in a plan to PTA Chair

Reps to ask their classes if anyone would like to be part of the Summer fair team- incl. assisting with Raffle/Auction.

PTA to provide a risk assessment for the fair, plus risk assessments from any external vendors or providers (EG: Bouncy castle)

### 5. **Community & Fundraising:**

**Birthday Books**- *please can reps help support our library by promoting this*. 4 children have donated so far. There will be photos of children who have donated in the newsletter this week.

ACTION: Sara to send flyer after meeting.

**ClassList Listing**- please sell/give away items via this within the school community. One item was donated from Year 5 to KG today!

ACTION: Reps to please raise awareness in their classes

### **Next term: Dates TBC**

- “Girls’ hairstyles” workshop- organised by Yasmin Martin, date TBC
- Fun run/walk at Old Deer Park? Park Run or something separate for children and parents- organised by Laura Schooling; she will liaise with Mr Anstey re. this.
- Cross year mum drinks- there is appetite for this- date TBC

### **6. Communication:**

The core team have tried various methods this year from e-mails to reps, the newsletter, via WhatsApp. We currently have:

- PTA slot in the new digital newsletter
- Use of ClassList app- *all school events*, “Listings” function for selling items
- WhatsApp community- *another option*

The core team feel that we need to utilise multiple methods of comms as parents are busy, and sometimes things are missed/overlooked. We will continue to discuss this at PTA meetings and suspect it will continue to evolve.

### **PTA meeting dates for Summer term:**

*Please can min. of one rep from each year attend:*

Monday 29<sup>th</sup> April

Monday 10<sup>th</sup> June

### **AOB:**

[Smartphone free childhood](#)- Jennifer Power from Year 6 spoke about this. This is a rapidly moving piece and so far there are 20K parents across UK in WhatsApp groups, wanting to understand more about this issue, with many committing to their child being smartphone/social media free until they are an older teenager.

There is a BHS WhatsApp group- so far with 38 parents; local school Kings in Kew has 69 parents  
Jonathan Haidt book due to come out “Anxious child”

*ACTION: Please can reps share with their classes re. the BHS WhatsApp group/website*

***Date of next meeting: Monday 29<sup>th</sup> April, 6.30pm for a 7pm start***

Appendix 1:

<b>Monday 4<sup>th</sup> March Meeting</b>	<b>Responsibility</b>
<b>PTA Quiz</b> PTA Core team to re-send comms and adjust sign-up sheet. Reps to encourage parents in their classes to buy tickets	PTA Core Team Class Reps
<b>Easter Egg hunt</b> 2-3 volunteers/class for Friday 22 <sup>nd</sup> March 2-3 volunteers across the school to help with packaging up eggs after drop off Thursday 21 <sup>st</sup> March	Class Reps- to let Dale know please by Monday 11 <sup>th</sup> March
<b>Summer Fair</b> Reps to plan a profitable stall based on convos today and send in a plan to PTA Chair by the end of term Reps to ask their classes if anyone would like to be part of the Summer fair team- incl. assisting with Raffle/Auction with Saba Hassan. PTA to provide a risk assessment for the fair, plus risk assessments from any external vendors or providers (EG: Bouncy castle)	Class Reps
Birthday Books- Sara to send flyer after meeting	Sara sent this to the PTA Reps WhatsApp after the meeting
ClassList Listings/Marketplace- Reps to please raise awareness in their classes	Class Reps
Next term activities- dates	Sara to liaise with parents organising and school
AOB: Smartphone free childhood. Class Reps to share the link to the BHS group with their classes.	Class Reps

<b>Monday 22<sup>nd</sup> January Meeting</b>	<b>Responsibility</b>	<b>Update</b>
<b>Summer Fair</b> <i>Amanda Shaffu to discuss with her local contacts re. plant donations for a stall</i> <i>Mrs Pache to ask Pupil Council for ideas</i> <i>School to help arrange enterprise stalls for Years 5&amp;6 as decided in Autumn term PTA meeting</i>	Amanda Shaffu  Mrs Pache SLT	Pending  Pending Discussed 4/3/24; ? year 6 to do a juice/smoothie/mocktail stall at the fair; Year 5 to help sell food items
ClassList Marketplace	Comms about this by Exec team	Parents have started using this
PTA Summer Term Meeting Dates & Date for Girls Hairstyles workshop	Sara Khan/SLT	Pending

<b>Monday 13<sup>th</sup> November Meeting</b>	<b>Responsibility</b>	<b>Update</b>
School team to highlight in weekly newsletter when items are paid for by the PTA.	Office team	Ongoing
School to incorporate year 5/6 enterprise activities into school activities ahead of School Fair at the end of the year	SLT	
School SLT to look into digital diary invites	SLT	

<b>Monday 9<sup>th</sup> October Meeting</b>	<b>Responsibility</b>	<b>Update</b>
Logo for the PTA	Class reps	Tess will be helping us with this- PENDING
Senior Disco & Summer Fair dates to be confirmed	Mr Anstey	Summer Fair- Saturday 29 <sup>th</sup> June Disco- PENDING
Communication- handbook, induction	PTA Exec team	In progress

Appendix 2:

**In attendance:**

*Staff:*

*Mr Anstey*

*Mrs Abensur*

*Miss Brooks*

*Mrs Curran*

*Mrs Ali*

*Core Team:*

*Dale Filipek*

*Sara Khan (Also on behalf of KG)*

*Mairi Fernandes-Ares*

*Alana Krone (Also on behalf of Year 4)*

*Reps:*

*Anna Smizgin (PK)*

*Kate Dossa (Year 1)*

*Alex Latti (Year 2)*

*Laura Schooling (Year 3)*

*Alexandra (Year 5)*

*Robyn Banks (Year 6)*

*Jennifer Power (Year 6)*

**Apologies:** *Year 4 reps, KG reps, Mrs Pache*



**2024 Planning**  
**Theme: Olympics**

	Parents	Kids	Where it will be	Notes
PreK	Bouncy Castle & 2 <sup>nd</sup> hand children’s books		Upper patch	<i>PreK to book Bouncy castle please, this can be reimbursed fully by the PTA although last year’s class raised money for it between the families</i>
KG	“Marvellous make up” Face painting/nails/tattoos/hair braiding (? Clip on glitter pieces)		Hall	<i>Profit will be minus any expenses. KG to look for box of items and then see what else is needed. Also consider something appealing to all genders</i>
Year 1	Arts & Crafts Science Stall		PreK classroom	<i>Profit will be minus any expenses. Please check PTA cupboard to see what we already have.</i>
Year 2	Cuddly toy stall/game where they win a cuddly toy?		Upper Patch	<i>Via donations. Certificate to children given.</i>
Year 3	Plant pot decorating & Bubble blowing comp			<i>? Donations by local business</i>
Year 4	Games area- hook a duck, splat the rat, electric wire game – what else ? Coconut shy		KG Class or Lower patch of playground	<i>We need to find all the games and check they work etc</i>
Year 5	Children’s Tombola	Tuck shop/other food items	Tombola- Stage in the hall Year 5 children- Dining hall	<i>Via Donations</i>
Year 6	Bar & Bottle Tombola	?smoothie/mocktail/juice bar	Lower patch of playground	<i>There was a lot of alcohol left over last year- ? use Majestic so one can return</i>

**Others:**

	To be manned by	Where it will be	Who will arrange
Tuck shop/slush puppies/candy floss	Year 5	Dining Hall	PTA core team
Beat the goalie	? Little Foxes FC	Car Park	Sara
Bug hunt/big games	? Early Years staff	By the pond	SLT
Photobooth	QR code self pay	Atrium	PTA core team
Fire truck	N/A		Dale
Petting zoo/animal experience	External vendor	PreK playground	Mairi
Mini market	Stall holders	Year 2 classroom	PTA core team
Silent disco	? School staff	? KG Class	PTA core team
Seating area	N/A	Lower patch by slide	
Other suggestions...	Carousel/Ferris wheel		

**Donations:**

Every family to bring a bottle (alcohol/perfume/non-alcoholic), toy/gift (children’s tombola), books (children’s)...anything else?