



BHS PTA MEETING AGENDA MONDAY 16TH SEPTEMBER

AGM & 1st Meeting of the year

Attendance- see [Appendix 1](#)

Action Tracker- see [Appendix 2](#)

1. Welcome by PTA Chair, Dale Filipek. Apologies from Mrs Abensur.
2. Election of officers- Lewen Lu and Kate Dossa have joined the PTA Core team. If anyone else would like to join us, let us know!
3. Approval of the minutes of the last meeting- unavailable at the meeting, feedback to Sara Khan if any errors
4. Overview of 2023/24

Dale recapped the events of the past year. Thanks to Mairi Fernandes-Ares, Alana Krone & Sara Khan for all their efforts. Thanks to all the staff especially Mr Anstey, Mrs Pache, Mrs Abensur, and Lukasz as well as all the teachers who have supported us.

Thanks to Hallet's and HG Walter, our main sponsors.

Thanks to all the class reps and volunteers at the Summer Fair; special thanks to Amanda Shaffu and Andrew Durham for running a science stall all day. Thanks to Mrs Fourie, Mr Nahal and Mrs Brown for all their efforts with the entertainment.

Christmas Market- thanks to Yasmin Martin who stepped up to help with this. Thank you also to Santa Sanjay- we are hoping to rope him in again!

Brush Party- this was a great success; thanks to Eloise Isaac & Helen Hartley for their help with it.

Quiz Night- Thank you to Amanda Shaffu & Sally Shelford for the incredible job as our quiz masters in May!

PTA Fun Run- Thank you to Laura Schooling for organising this, it was a wonderful morning of adults running and children either running or cheering on!

PreLoved Uniform- Thank you to Sally Yarrow, Arzu ,Karagiannopoulos, Kate Dossa & Lewen Lu for all they have done to improve our preloved uniform shop. Many thanks also to Lola Su who is joining the team! Between 5-12th September this year sales were £800 so thanks to all who donated.

5. Treasurer's Update & Special Funds- Alana Krone

Alana did an overview of the fundraising year. Overall we raised £13,530 profit, an increase on previous years, which we are really happy with. The Summer Fair and the Silent Auction did really well.

The PTA Quiz raised £500 and the Brush Party £350- however, these events have an aim of being all about the community, and any profits are a bonus/unintended.

Alana talked through the items we have funded- full list attached.

6. PTA Plans for 2024 & expressions of interest for volunteers to lead/contribute: Mairi Fernandes-Ares

Mairi gave an overview of our plans for the year. The Core team have met and discussed what we would like to do, but we are open to new ideas, especially if anyone would like to lead on them.

Community:

Autumn/Winter term:

- i) Macmillan Coffee- Friday 27th September. Please donate £5 via the link: <https://tinyurl.com/macmillan2024>
- ii) Harvest Festival- School led- Year 6 reps to help arrange delivery. Years 4/5/6 each child to fill a shoe box with treat items; (everyone else did food bank donations.) Year 6 parents come and check the boxes. After lunch Year 6 children go to deliver the boxes- parents needed to help.
ACTION: Sara/Dale to arrange volunteers from Year 6
- iii) Halloween Party/Disco- lower school (PK-Year 2)- Date TBC- Core team to liaise with the school re. date; for a Sunday.
- iv) Inter Class Mum Drinks- Friday 18th October @Number1 Duke Street (invitation and details on ClassList).
- v) Christmas Market/Breakfast with Santa/Raffle- Friday November 29th
- vi) Wreath making- £55 up to 30 people in the School Hall or max.16 at Pot Pourri. Dates TBC.
- vii) Dads Night out- Friday 8th November
- viii) All School Christmas Social- Date TBC- It was decided last year to avoid mini socials for each class, and we would attempt an all school Christmas Social.
Dale/Kate have visited two venues, Brentford FC- 13th/14th December- (£57/head- 3 course meal and welcome drink, DJ till 12:45); Royal Mid Surrey Golf Club (£99/head- 3 courses and half a bottle of wine max. capacity of 150 people); Marlborough Pub 80-100 people- Private room- £10/head, recoup on spend behind the bar, canapes) 13 & 14th December- can have playlist, no DJ. George IV in Chiswick- canapes/drinks).
ACTION: Poll to follow for reps to see what classes want.

ACTION: Core team to send out sign up for event planning.

Sara Khan did an overview of Spring & Summer term:

Spring term:

- i) Lunar New Year Celebration- Date TBC ? Sunday 19th January
- ii) Senior Disco- Date TBC
- iii) World Book Day- Book Sale- Date TBC
- iv) Easter Egg hunt- Last day of term- Friday 28th March
- v) PTA Quiz & Auction- Thursday 20th March
- vi) Dad Drinks- TBC
- vii) Hairstyles Night- TBC
- viii) BHS Triathlon Relay Challenge- led by Andrew Martin. Details to follow.

Summer term PTA events:

- i) Summer Fair- Saturday 28th June
- ii) Brush Party/Bingo/something else- Thursday 22nd May
- iii) Inter Class Mums Social
- iv) Dad Drinks
- v) Mums Weekend City Break
- vi) Park Run takeover
- vii) "Freeze Fridays"
- viii) Ice creams on last day of term

Any other event ideas?

? Parent Education Sessions e.g Digital safety

Other ideas? Tea towels/other merchandise/leaving gifts/umbrellas

Parties- Candy floss machine/Games/Party wear- for hire- to communicate once planned out

Communication:

- PTA Handbook- for new parents- ready to launch
- Focus group to discuss PTA communications (WhatsApp/ClassList etc)- volunteers needed please. Dale mentioned Whatsapp Community announcements.

Question asked re. charity- Mrs Pache explained that we have house charities, and it was previously decided that the PTA would support eg via Macmillan coffee/other events; but that PTA fundraising via events such as the Summer Fair was for the PTA, which helps support the extra magic for the children at our school.

Marketplace on ClassList:

Please buy/sell items on here.

Nativity costumes- please donate any costumes you have!

7. Any other business- Nil

8. Date of next PTA meeting- Monday 18th Nov; Spring Term- Week of 20th Jan TBC

End of Meeting

Appendix 1:

Attendance List:

Reps &

PK- Francesca Baker , Marielle Yilmaz, Helen Stotesworthy, Lin Xie, Sheng Xu

KG- Shreena Sanjay

Year 1- Hannah Lightfoot, Sana Ahmed

Year 2- Sophie Sexton, Madeeha Ahsan, Amanda Shaffu,

Year 3- Anna Sazanova, Heena Sharma

Year 4- Nicole Drewett, Sally Yarrow

Year 5- Suzette Fitt , Mariana Marchioto

Year 6- Sara Khan, Dale Filipek

Teachers:

Miss Sangtabi, Mr Anstey, Mrs Zammit, Mrs Ali, Mrs Pache

Core PTA Team:

Dale Filipek, Alana Krone, Kate Dossa, Lewen Lu, Sally Yarrow, Arzu,

Appendix 2:

ACTION TRACKER:

Monday 16 th September Meeting	Responsibility	Update
Macmillan Coffee- Reps to share donation link and encourage attendance	CLASS REPS	
Event sign up to go out to parents	Mairi	
Sara/Dale to arrange Year 6 parent volunteers for Harvest festival	Sara/Dale	
Date confirmation needed for: Halloween event & Lunar New Year Celebration	School	
Wreath making, Xmas social	PTA Core Team	