

# Friends and Families of Foxfields

## Minutes of PTA Meeting

12<sup>th</sup> January 2024



Present: Becky, Toby, Sue and Fiona  
Apologies: Ashley and Kat

Minutes from the 10<sup>th</sup> November 2023 were read and signed off by Becky and Fiona as a true representation of the meeting.

Update from Chair – we are still awaiting bank account, Toby signed off the amended agreement today so we should hopefully have a bank account by February half term.  
The Christmas Raffle raised £775 however then Toby handed another £5 over so in total it raised £780 (£55 still to come from Jacki Bartram who Becky is meeting with on Tuesday 16<sup>th</sup> January). Feedback was asked from the committee of how they thought the Christmas raffle went – comments included well organised, having a list of prizes numbered and handed out in that order was good, delegated well. It was decided not to have that many prizes in the Summer. Coffee and mince pies event was well attended most of the parents were local to the schools locality.

Discussion started around the major Summer Event which will be a Family Full Day. Ideas include – raffle, inflatables, ice cream van, tombolas a bottle one and children's one, cake stall, emergency vehicles, petting sessions for the children with the animals, pony rides, refreshments – query to be done by an outside company who then give a percentage of their profits to us. Outside businesses such as Lions, Tigers, Foxes and Leicester Cricket Club, Mosaic and Menphys and personal crafters to have stalls pay £15 (not confirmed) to the school for the table and keep their profits. School have enough tables and 3 gazebos.

Need alternative arrangements should there be bad weather on the day.

Children from the school need to be involved ie the choir performing a couple of songs. Displays could be done by companies who visit the school and local after school clubs for example karate.

Saturday the 15<sup>th</sup> June is the provisional date Fiona is to contact Blaby Council to see what events are happening within Blaby so we don't conflict with another event. When date is confirmed a 'Save the Date' should be sent out to staff, parents and carers.

The wider community must be invited so event should be well advertised, local notice boards, radio, local newspapers, newsletters, school's social media. Becky to speak to Jacki Bartram regarding costs of banners and a pull up thing. Advertising should start before May Half Term. It was suggested having a shuttle bus service from the centre of Blaby on the day to get people in who can't drive. Governors to be invited and involved.

Need a plan of school regarding areas where public can and can't go and for information for alternative areas to be used for bad weather. Need to do a risk assessment for the event as having external people/companies in.

Staff and other parents from the school need to help at the event. Sue and Fiona suggested having a rota system so that individuals didn't have to commit to a whole day and could attend with their family as well.

With relation to cakes a sign and labels will be to be made regarding allergy advice and no guarantees can be given.

Toby asked if we had seen the logo, he said he would find it and email it.

It was decided that a termly PTA newsletter should be done to communicate with parents. Toby said school were talking of doing a newsletter and that See Saw was coming back.

It was asked by Becky if the committee could send in questions that they would like asked to parents as the parent and carer survey has gone out this week and we wanted to ask questions about types of events that people would attend and ask for the offer of help for forthcoming events. Questions to be in by end of January as Ashley has agreed to send out another survey just for the PTA.

Events this term Easter Egg Hunt – get some plastic eggs to be hidden around school for lower school and possibly provide egg shaped pieces of card for children to decorate and possibly charge £1. Every student will get an egg for entering and the best will get £10 Amazon gift card. Becky to speak to local businesses, will try Tescos and charities for donations of chocolate eggs.

Event for after Easter suggested holding a car boot sale, community to be involved would need access on day to toilets and refreshments.

Toby was to ensure that Coin Challenge bins were given out to all classes this afternoon. So that we could start collecting pennies and two pennies.

It was asked if we could have a glass fronted noticeboard outside where the taxis line up, to display forthcoming events.

Next meeting Friday 9<sup>th</sup> February 2024 from 1.15pm – 2.30pm, followed by tea and biscuits if people want to stay.