



PTFA
Minutes of Meeting
4th October 2017

Present

Lauren Campbell
Janet Thompson
Vicki Barber
Michelle Finnigan
Gemma Dadford
Marina Maxwell
Sam Champion-Gibson

Welcome

- Lauren welcomed new members to the PTFA
- Sam and Lauren explained what the PTFA are currently fundraising for – the “Magic Carpet”, we have around £5000 to raise before we can place the order
- Discussion took place regarding how the PTFA recruits more parents and carers to support the Association including holding a meeting during the next coffee morning

Bingo

- We have been unable to secure a date in November or December for the Christmas bingo at the social club as it is fully booked
- Discussion took place regarding a holding a bingo event in the New Year – Vicki suggested a “Valentines” disco
- The 2nd February was suggested. Sam will ask Rebecca or Catasha to secure this date for the PTFA

Christmas Fair

- A local charity “ Alpha Charity” have nominated Brookfields for their next fundraising event which is a Christmas Fair to be held on Saturday 25th November
- The charity has asked for school to donate a selection of tombola and raffle prizes as well as some items for the hamper
- Sam will write a covering letter for parents to present to a variety of organisations for donations
- Pupils will make decorations for the Christmas tree in the grotto and reindeer dust bags
- Own clothes days will be arranged for donations of tombola and raffle prizes – 3 or 4 days will be needed
- Janet volunteered to make the cupcakes; Marina volunteered to make 50 mince pies
- Sam and Wendy will purchase the items needed to make the reindeer dust bags
- Staff will be asked for donations of plastic cups and plates, serviettes and table covers, crisps and nuts
- Sam will laminate the posters
- Vicki placed the poster onto the parents Facebook page to raise awareness of the event

Fundraising

- Discussion took place regarding various fundraising ideas including:

- Born Survivor event on 12th May 2018 – Gemma will organise for a group of Brookfields parents to take part in the event
- Lauren and Vicki will explore the prices and procedures for a sky diving event
- The Zip wire activity in North Wales and walking up Snowdon were also discussed
- Gemma suggested a disco could be held at school for pupils and parents
 - Friday 10th November was suggested as a provisional date
 - Gemma has been able to arrange for a DJ to run the event for a charge of £35
 - Parents and carers will be asked for a donation of £2
 - pupils can wear their own clothes or dress up
 - 2 – 2.30pm the disco will be for Classes 1-4 and 2.30 – 3pm the disco will be for Classes 5 -9
- Discussion took place regarding gaining a grant from the National Lottery – Sam and Wendy will look into this
- Discussion took place regarding Charity status and organising a “go fund me” page – Sam will look into this further
- Vicki will put an application into Tesco for tokens to be collected on our behalf
- Vicki will also fill in the application form for Wilko helping hands scheme
- Discussion took place regarding a “red carpet” event in the summer, when pupils can dress up for a “Prom” event

Date of next meeting

- The next meeting will take place on Tuesday 31st October at 9.15am (to discuss Bonfire disco)
- The subsequent meeting will take place on Monday 13th November at 9.15am (to discuss Christmas Fair)