

# Fairlawn PTA

Honor Oak Road, Forest Hill, London, SE23 3SB



## AGENDA

### Date

09/10/24

### Purpose of Meeting

AGM

### Attendees

Chair: Phillipa Goodhew

Treasurer: Pollyanna Nisbet

Secretary: Georgia Brown

Item no	Description	Responsibility
1.	<b>Introduction to the PTA</b> Hello to our new parents joining Fairlawn What is the PTA Introduction of the committee members and their roles What is the purpose of the AGM	Philippa
2.	<b>Financials</b> Last year Current position <ul style="list-style-type: none"><li>- Due to high failure rate and high commission it was agreed to remove text pay from everywhere possible and replace it with card readers and Just Giving.</li><li>- Regular reminders will be sent out before events that cash is best where possible</li></ul>	Pollyanna
3.	<b>What we're funding</b> Reading area - little libraries <ul style="list-style-type: none"><li>- on hold due to structural investigation</li></ul>	

	<p>New books - reading spine scheme  New instruments for Music dept (Reception)  Golden Garden &amp; equipment for outdoor areas  Year 2 Great Fire of London Workshop  Reading Ambassadors trip  Discos and Pizza parties</p> <p>What else would you like to see us fund?</p> <p>How do parents feel about funding split, for example where the money is spent in the school?</p> <ul style="list-style-type: none"> <li>- A Whatsapp poll will follow to get parent feedback specific spending areas</li> <li>- PTA committee to present a long term spending plan. This is something that will help inform how we spend across the school - we will update parents on when this will be presented.</li> <li>- PTA are aiming to have more collaboration with the parents and more transparency.</li> </ul>	
4.	<p><b>Current Bids</b></p> <p>OPAL play equipment</p> <ul style="list-style-type: none"> <li>- Agreement is contingent on storage being provided for the new equipment and included in the total cost.</li> <li>- The total amount of the bid request was £4,300, it was agreed that we could give £2,500 now and then potentially the remainder in the future in a separate bid.</li> <li>- PTA to get a list of requirements for OPAL from the school and will help facilitate a targeted donation day or week.</li> </ul> <p>Music equipment (keyboards KS2)</p> <ul style="list-style-type: none"> <li>- Agreed to fund</li> </ul>	Philippa
5.	<p><b>Upcoming events</b></p> <p>Run through of regular/annual events and fundraisers  Changes to our cake sale events - every term  Coffee Mornings - 18th October  Book sale - 18th October  Quiz Night - 21st November  Santa Dash - 6th December  Winter Fair - 7th December</p> <ul style="list-style-type: none"> <li>- PTA to send specific roles for volunteers this week</li> </ul>	Georgia

	<p>Bridge Walk - Spring          Fun Run - March          Raffle - February          Pop up Dinner - Early 2025</p>	
6.	<p><b>Your help</b></p> <p>We are always in need of parents' support, whether it's giving up some of your time, a specific skill you might be able to share or through ideas you have for events and fundraising, we are all ears!</p> <p>Below are some of the areas where we are in particular need of some volunteers for this term. Please let us know either this evening, by email or feel free to chat to us in the playground.</p> <p>Each event comes with a full cheat sheet, who to contact, what licence is required, necessary equipment, helpful names and numbers etc.</p> <p><b>Some way you can support the PTA:</b>          Supporting the <b>cake sales</b>, with Autumn fun and Mulled wine event - Vicky  <b>Winter Fair</b> committee - Philippa  <b>Bridge Walk</b> support - Philippa  <b>Fun run</b> volunteers on the day as well as support to organise - Harriet          Support the <b>book sale</b> - Laura          Organising and sourcing prizes for the new annual <b>Raffle</b></p>	Georgia
7.	<p><b>Other support</b></p> <p>Design advice or guidance to help with our output          Building &amp; gardening skills to support growing our outdoor learning areas          Creative design input on how we can change and improve small spaces within the school - we are currently looking at improving the library offering and the reading area</p>	Philippa
8.	<p><b>What are our ambitions for this year</b></p> <p>Supporting music and reading          Overnight stay for Year 5</p>	Philippa

Provisions for Year 6 leavers

Exciting new events and fundraisers

Supporting areas such as computing and ICT

- PTA are looking into funding a coding hackathon

Designs for a big 2 year redesign project of the playground (**£75k bid**)

- Parents raised concerns that their children wouldn't see the benefit of such a long term project
- Concern was also raised that the fundraising would take away from current spending plans.
- Suggested to break the project down into more achievable goals.
- PTA will send a follow up to gather more parent feedback.

How teachers are bidding for PTA funding

Why it's important to have the parents input from across the school and how we decide on where to spend PTA funds. What are priorities for parents?

- It was agreed to send a whatsapp poll for quick overview of parent priorities

Potential change of name from PTA to Friends of Fairlawn

- motion dismissed
- PTA to add a two sentence summary at the top of the newsletter to clarify what the PTA does and what teacher involvement there is

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AOB

- PTA to check with the school re smartening up front of the school, main gate where the buggies are
- More parent mixers
- Can we provide vouchers to premises staff for out of hours events.
  - Speak to Hania and Michelle
- Movie night - afterschool film and popcorn  
2 year groups at a time  
Hosted in classrooms  
We need parent volunteers to chaperone and organise it

	<ul style="list-style-type: none"><li>- Lego day<ul style="list-style-type: none"><li>- PTA to speak to Mrs Gifford re organising Lego workshop</li></ul></li><li>- Golden garden</li><li>- Bridie assigned as parent rep</li><li>- Mrs Gifford is the teacher lead</li><li>- PTA to review funding for Golden Garden maintenance and follow up with Bridie and Mrs Gifford</li></ul>	
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