

St Dominic's Catholic Primary School

Learn and love in faith

Subject	PTA Meeting		
Date	17 October 2018	Time	6.30pm
Location	The Brit Pub, Nailsworth		

Attendees

PTA Committee	Teaching Staff	Parents / Guardians
Chelsey Hill (Chair)	Mrs Sollars	Marian Torres-Davis
Helen Neale (Secretary)	Mrs Lowson	Ania Witkowska
Caroline Fell (Vice Chair)		Boguslaw Nowak
Abi McLoughlin (Treasurer)		Georgie Hawkins

Minutes

Item	Subject	Action	
1.	Disco (Friday 23 November)		
	• 'Glow party' theme. Need to source glow sticks, face paint, tattoos, 'black lights'. etc. (Since the meeting the DJ has confirmed he has appropriate lighting.). Mrs Lowson offered to do the face painting.	NL	
	• £4 per ticket to include drinks, packet of crisps and a glow stick. Sweet and other 'glow' items will be on sale on the night. Caroline will talk to Gosha re crisps.	CF	
	• Photos of the children to be taken using a frame and accessories. Ania has offered lend her photo props and frame.		
	• Gareth Neale will design a poster to advertise the event.	HN	
2.	<u>Christmas Fayre (Saturday 8 December)</u>		
	• £200 donation from the Deacon to buy presents from Santa. Approx. 130 presents required although Helen has some left over from last year so numbers need checking. Helen to check the number of existing gifts and source the remainder.	HN	
	• £2 to visit Santa. Children will need to book a slot on arrival. (To be arranged nearer the time.)		
	• Grotto will need setting up in the cloak room the morning of the 8 th or the evening before and talking down again. Marian to talk to Hilary and Selina who have the grotto 'kit'.	MTD	
	• Caroline and Abi will organise and run the food and drink stall, comprising pizza, hot turkey rolls and mulled wine/squash.	CF/AM	
	• Georgie Hawkins has kindly agreed to bake some mince pies to sell on the food staff.	GH	
	• Stalls – 13 tables in total. 3 allocated to the Parish (tombola, cakes, gifts). Some of the remaining tables have already been allocated, Marian will fill the others. Sellers will be required to pay £7 and contribute a raffle prize.	MTD	

	• Mrs Sollars is happy to open up other rooms in school if we wish to offer further stalls – we agreed to fill the existing 10 and then consider whether others should be offered.	
	• "Made in St. Dominic's" and crafts room – Numerous ideas discussed including hot chocolate jars, painted stones and decorated/filled take-away tubs. Since the meeting Alison Figuerdo has asked to run these rooms. Chelsey will liaise with Alison re her ideas and budget.	СН
	• Raffle – the Parish will not be running the raffle this year. PTA will request donations from parents to fill a large hamper, to be raffled alongside the donated prizes from stall holders. Tickets will be £1 a strip and can be sold in the playground.	
	• Games – lots of good ideas for games which will be discussed at a later date. Agreed that children can buy tokens to play the games.	
	Mrs Sollars has kindly agreed to bake and donate a Christmas cake for "Guess The Weight" game and the winner will win the cake.	JS
	Marian will ask Coco in Nailsworth if they will donate a jar of sweets for "Guess the Number of Sweets".	MTD
	• All agreed that it is very important that we get help from parents to help us run the event. JS will ask for volunteers in a forthcoming newsletter and parents can pledge their support on a 'volunteers list' that will be available in the school office.	JS
	• Gareth Neale will design a poster to advertise the event. Other advertising will also be required.	HN
4.	Leaving gifts for teachers	
	It was agreed that in future the PTA will be responsible for buying leaving cards for teachers, and the school office will arrange for people to sign it.	
5.	Christingle	
	Mrs Sollars confirmed there will be a mass and nativity play on the morning of the last day of school (Friday 21 December). Christingles will be lit this year. The PTA will arrange coffee and mince pies in the school hall afterwards.	
	Abi will talk to Karrie Chambers re sourcing the oranges.	AM
6.	AOB	
	• Tracy De Young has asked if the PTA could make a contribution to the cost of the panto trip which will cost £24 per pupil. JS suggested paying for the coach hire and will confirm costs which are expected to be approx.£300. Since the meeting Mrs De Young has confirmed the coach has been booked at a cost of £450. PTA will contribute £300 to this cost.	АМ
	• Boguslaw will make enquiries about the Christmas Shoe Box Appeal	BN
	• Next meeting TBC	
L		