



BUSBRIDGE JUNIOR SCHOOL FRIENDS MEETING

Held at BJS on Wednesday 19th September 2018

Present

Clare Parsons, Emma Calderwood, Lorraine Collins, Fiona Forshaw, Jon Hart, Rachel Barker, Richard Catchpole,

Apologies

Lucy Allen, Katherine Carter, Lucy Doncaster, Tamsin Bowden, Karen Muir, Pippa Hanson

Previous Friends Meeting / AGM

Minutes from the last AGM were approved.

Headteachers Report

Richard thanked all parents for attending the PTA meeting and for all their help with the fundraising events over the past year. The interactive whiteboards, which have been bought using funds donated by the Friends, have been invaluable to the children and their learning. There are still however two classrooms which have the old whiteboards so Richard asked if the Friends would be willing to fund the purchase of these two new whiteboards. The school wish list also included; some new sports kit for Year 3 & 4 and headphones for the ICT suite. The Committee stated that they would discuss these requests and get back to Richard asap.

At the Summer BBQ last year there was an issue with a particular group of Year 7 boys. These individuals were identified and have been asked to stay away from any future events held at school. A discussion took place as to how to manage older children at events and it was agreed it should be made clear that children are only allowed on site if they have an adult present.

Following feedback from parents, it was agreed that class assemblies will now take place on Fridays.

Treasurer's Report

Jon Hart discussed the PTA funds.

The PTA started the year with funds of £11,439 and during the year raised £11,292 from fundraising events, received donations of £641, made donations of £14,936 to the school, spent £589 and ended the year with funds of £7,844.

Income	
Christmas Fayre	3,603
Summer BBQ	2,103
Fireworks Night	1,954
Bounce for Books	1,851
Disco	745
Easy Fund Raising	459
Sports Day	253
Phil the Bag	172
Stikins Name Labels	93
Northbrook Xmas Wrapping/Cards	48
Other	11
Fundraising Events	11,292
Previous Treasurer's Employer	491
Rose & Crown	150
Donations	641

Expenditure	
Interactive Touch Screens	11,625
Books	1,851
150 th Celebration	1,160
Hardship Fund	300
School Donations	14,936
Y6 Autograph Books	208
PTA Gifts/Meetings	168
PTA Association Fee	105
Christmas Crackers for Children	71
Lottery License	20
Y6 Leavers Party	17
Operating Expenditure	589

Elections of Committee members

The following committee members were elected for this year:

Chair – Emma Calderwood – elected by Lorraine Collins and Clare Parsons

Vice Chair – Lorraine Collins – elected by Vicky Tasker & Jo Goodchild

Treasurer – Jon Hart – elected by Alice Searle & Nicola Riley

Secretary – Clare Parsons & Fiona Forshaw – elected by Vicky Tasker & Helen Boardman

The PTA committee have decided this will be their last year, so if anyone would like to take over and work with the existing committee on the events this year then please contact Emma Calderwood.

Thanks were expressed to Lucy Smith for writing our school newsletters. Lucy has decided to step down, so if anyone is interested in this role please contact Emma Calderwood.

Second Hand Uniform

A big thank you to Beckie Whiteman for taking on the 2nd hand uniform. The first sale will take place on the playground one Friday after school. Date tbc

DBS Checks & GDPR

Committee members and those who help on a regular basis with the Friends (Class Reps), need to have an up-to-date DBS. In order to start the process you would need to send an email to the school Secretary Liz and then she will forward you the link.

Post AGM discussion with school and for future reference, school newsletters are produced fortnightly so if we need information to be added please contact Liz by the Monday of that week at the very earliest to ensure there is space for this to be included.

To ensure a clear line of communication and to prevent any confusion if PTA related emails are needed to go out to the whole school please forward these to the Chair who will pass onto the school office.

Finally, for Data protection purposes, please ensure all parent emails are Bcc so parents are not able to view other parents emails and information. In previous years there have been issues with emails and parental replies being sent to the whole class, so we need to avoid this going forwards and also new Data Protection Laws are coming into place next year.

Any emails sent to the class from the Class Reps, can you please bcc Liz at admin@busbridge-junior.surrey.sch.uk

Firework Night – Monday 5th November

Firework night this year is being organised by Lorraine Collins. Jon Hart is organising the floats and has requested that he is given at least 10 days notice from each stall holder. St Johns Ambulance needs to be booked and Alan is setting up the online tickets.

It was agreed that the year group in charge of security would also organise helpers to clear up the field the next morning.

The ticket price unfortunately this year will increase due to the increase cost of the actual fireworks. It was agreed that the cost for tickets would be: £17.00 for a family or £5 adult and £4 child (50p ticket increase on 2017)

Each year group has the following responsibility: -

Yr 3 – Bar

Yr 4 – Sweets, popcorn, toffee apples etc

Yr 5 – Security & clearing up the next day

Yr 6 – Food – serving and taking money. The food will be cooked by Two & Half Pigs Ltd

A mufti day has been agreed for Monday 5th November in exchange for sweets, brownies, popcorn, cakes etc. For this event we would like to remind everyone not to park in the Village Hall carpark.

Christmas Fayre- Saturday 8th December 2018.

This year's Christmas Fayre will take place on Saturday 8th December. At present we do not have anyone in charge of the overall running so if anyone would like to take this on please contact Emma Calderwood. Details of stall etc will be discussed at the next meeting.

Phil the Bag

The next bag drop will be Friday 9th November 2018

AOB

Other fundraising ideas included; Busbridge Bake Off and a Charity Cyclathon.

Next meeting

Next Friends Meeting will take place on Tuesday 30th October from 7.00pm in the Learning Lab.