



Draft Minutes of Parent and Teacher Association

Thursday 21st September 2023 at 3.30pm

At Harvills Hawthorn Primary, Wolseley Road, West Bromwich B70 0NG

Present: Nicola Cook, Chair
Sam Hill, Teacher
Liz Conboy
Manisha Patel
Julie Aslan
Surjit Bhatti
Aleks Earp
Jennie Hall – in attendance

Apologies: Lisa has stepped down as Chair.

1. Elect New Members

Our thanks go to all the PTA members who have stepped down this year. They have been members of the core team that make things happen for many years.

Claire has left the PTA.

Lisa has stepped down from her role as Chair.

Shelley has stepped down from her role as Treasurer.

Decisions:

Nicola Cook, Chair

Sam Hill, Secretary

Julie Aslan, Treasurer

2. Code of Conduct

Three documents available on the website:

Who are the PTA?

PTA Fundraising events 2023-2024

PTA Code of Conduct Policy

Action: SH to create PTA email group.

Action: All PTA members to adhere to code of conduct.

Noted that if a PTA member is challenging a member of staff, they will not be invited to attend meetings.

3. Events

Action: Miss Sheen and Miss Soper to send out events dates and information to all parents next week.

AUTUMN

We are not doing Children in Need this year because it is an INSET day.

Charity Fundraiser: A child in year 6 has spinabifida and hydrocephalus and we are supporting **SHINE Monday 16/10/23 – wear yellow**. This is her last year at Harvills Hawthorn and we want to do some fundraising for this before she leaves.

Action: Sam to send out letter for SHINE.

If anyone is available on the day to stand outside with buckets please.

Pumpkin carving competition and pumpkin trail.

After school on Thursday 26th October 2023.

In forest school, put a table by mobile and say “START” – everything is behind the mobile. Black and orange balloons for the entrance.

Possibly with figures and pumpkin art on trees.

Place pumpkins on route and parents pay £1 to see everyone’s pumpkins on the trail. Children go free. The PTA will sell refreshments.

It will be £1 to enter the competition in school.

Stickers on buckets.

IMPORTANT TO SAY FOR H&S CHILDREN MUST BE ACCOMPANIED BY AN ADULT.

Action: PTA to do decorations.

Important to remember DO NOT USE THE WORD “HALLOWEEN”.

For example, you could use “Autumn”.

Action: 2-3 volunteers to do competition.

Action: Nicola to find a judge.

One winner per year group.

Action: PTA to buy 8 prizes e.g. colouring or science kit from the Works.

Budget is £40.

One winner for nursery – judges to view morning and afternoon pumpkins.

We will write name with a sharpie on pumpkins and take them outside.

Discussed solar lights – can we borrow lights?

H&S we have to think about branches and palettes on the ground.

Illuminous strips to go around trees.

Volunteers: Tuesday 26th October 2023:

Surjit, Manisha and Julie are available after school.

All day – Liz and Nicola.

Aleks – morning and possibly afternoon.

Christmas Performances

4 dates: 4th December, 5th December, 8th December, and 11th December
– can PTA sign up for refreshments
Times tbc.
Aleks can do mornings.

Christmas Fayre: Wednesday 13th December 2023.
Action: Nicola to ask Mark about being Santa.

SPRING

4. School Disco

EY 3.30pm – 4.15pm Wednesday 13th March
KS1 3.30pm – 4.15pm Thursday 14th March
LKS2 4.30pm – 5.15pm Wednesday 13th March
UPKS2 4.30pm – 5.15pm Thursday 14th March

It will be like movie nights, music instead of film.
Looking for a DJ.

Action: Liz will create poster with all dates on one poster.

5. World Book Day

Theme TBC – it will be after school.
A children's book sale. We will ask for donations of 2nd hand books.
All staff to come down and read with the kids.

6. World Down Syndrome Day

Event to raise awareness: Thursday 21st March 2023 – Rock Your Socks.

7. SUMMER TERM

No charity fundraising event.

Non-uniform day.
Summer fayre on Wednesday 3rd July 2024
Sports Day on Monday 1st July 2024.

Discussed football match – after school event – this is probably not going ahead.

Talked about games for kids to play. Staff said no.

If they sort out the details with Miss Sheen, they can let Sam know.

If it goes ahead we will have to think about how we collect the money next time.

Dates of the next meetings:

Tuesday 24th October 2023 at 12.30pm

Planning / preparation meeting for Pumpkin event.

Tuesday 7th November 2023 at 12.30pm

(Manisha works on Tuesdays – apologies)
Planning meeting for Christmas fayre.

Action: zoom link for those who cannot attend face to face.

Thursday 18th January 2024 at 3.30pm

Meeting about Spring.

Tuesday 7th May 2024 at 12.30pm

Meeting about Summer.