



Tuesday 7 October 2013 Minutes of PTA Meeting

Present: Eve Hannaford, Jane Bower, Mrs King, Bernard O'Brien, Sue Gatenby, Caroline Walker.

Apologies for absence: M. Regan, Carol Park, Simon Hannaford, Rachael Hardcastle, Kay Bell, Margaret Livingston.

Matters arising from the AGM: Lengthy discussion about raising the profile of the PTA and try to attract more parental/staff support. A number of suggestions were made and to be actioned by those present. These included:

- Reasons for non- attendance – Mrs King thought the meeting start time was too early for parents, though convenient for staff. Agreed to trial a 7pm start for the next meeting.
- Mr O'Brien said some parents didn't think the college needed a PTA as it was 'very well off' compared to primaries who manage to get good parental support. It was agreed more promotion of PTA events was required and a large project to be the focus of any fundraising as some parents wondered what the money was actually for. A mini bus with disabled access to be purchased as soon as possible.
- Creating a new PTA logo/brand – JB has been offered free design service to assist with this and she will take this forward if the committee agree. SG to seek advice from Miss Regan re constitution.
- Promotion – develop website, information to parishes, questionnaire and letters home (and collection from tutors), PTA notice board, stand when parents attend open evenings etc, T-shirts, stickers in diaries all to be followed up to ensure returns. Staff were disappointed to see that letters did not go out to 6f parents and wondered why especially when some students would be offering their services of help throughout the year. EH/SG to ensure letters given out as with other years.
- Suggestions to target specific events when requesting helpers (as currently done by CP) so parents not obliged to do everything but sign up for some things, similarly the staff.
- Intermittent PTA small incentives awards to be provided such as the Easter eggs eg 100% attendance prizes each term could be paid for by PTA so children have direct benefit from fundraising efforts.

Forthcoming events

- **Christmas Fayre on 6 November.** Currently 62 stalls all paying £10 booking fee. Those who exceed £100 in takings during the evening to donate a further 10% of takings. All stall provide a raffle prize and SG said this was usually the largest money maker of the night.
- Helpers required:
- to set up tables at 4.00-5.00, clear away 9.00 -9.30
- Bar – EH has a team of helpers established for the evening. Raffle, organisation of tables etc SG/LP
- 6f Leadership team have met with SG and been assigned duties.
- Car park – to confirm with Frank, Graham and Simon plus 6f helpers.
- PTA stall to be considered for this evening if enough helpers to man it.

Comenius Evening – 12 November 6.30-9.00, cleared up and out by 10.00 – Graham to be consulted.

- Pig Race night – booked, PW to be i/c BBQ.

Carmel's Got Talent – Friday 6th February 2015, 7.00-10.30, licence required (CP).

- Other events to consider and briefly discussed but put forward for future meetings:
- Promotion of facilities – eg party nights! (50th/60th etc), Black Tie event, Celebrity Guest Evening.

AOB

- Revamp Summer Fayre? Carmel Crufts 2015 – summer crafts, food fayre and dog show!(21/6/15)

Next meeting – Tuesday 4 November to finalise the Christmas fayre 7.00pm