

**St Peter's Catholic Primary School
PFA**

Minutes of Meeting Date 10.11.2020

PRESENT	APOLOGIES
Ria Whitehead Carol Baron Debbie O'Kane Zarah Famy Ali Sparey	Sarah Green Claire Le-Bon Francis Kylie Cardozo Alex Evans

AGENDA
<ol style="list-style-type: none">1. Treat for the Children2. Ecclesiastical Just Giving3. Giving Back4. Small Cost Fundraising5. Uniform6. AOB7. Date and Time of next meeting

ITEM	
1	<p>Treat for the Children</p> <p>RW thought that as there would be no Christmas Fayre or Santa's Grotto this year it would be good to give the children of the school a treat. CB agreed and said that during lockdown the children were promised a party for all their efforts with the Facebook challenges, sadly this could not take place before the end of the summer term so this would be a great opportunity to reward them with a Christmas Party. The party would take place within the children's year group bubbles. The children will be allowed to dress in their party clothes.</p> <p>CB will organise internally and this will take place on Wednesday 16th December after an early school lunch. ZF, AS and DO all agreed they could help with purchasing party food for this. CB noted that Morrison's currently offer a discount for school staff. CB would get a class list and let RW know of any allergy requirements.</p> <p>CB said that all the classrooms would have Christmas Trees and can make their own decorations. CB said Santa could make an appearance via Teams and send a message to each of the classes. AS will check with EH to see if her husband would be willing to be Santa again. RW would check to see if Alex (previous School Disco DJ) could provide some entertainment for the classes in exchange for promoting his business.</p>

	<p>ACTIONS: RW to ask Alex (DJ) if he could provide entertainment. CB to organise Christmas party internally & provide RW with allergy requirements ZF, AS & DO to liaise regarding a shopping date DO to send out information for the newsletter RW to check if she can get a Santa Costume</p>
2.	<p>Ecclesiastical Just Giving</p> <p>This has just been launched again it was agreed to publicise via Ping, Newsletter and Facebook.</p>
	<p>ACTIONS: DO to send out information for the Newsletter and Ping AS to put on Facebook</p>
3.	<p>Giving Back</p> <p>Following on from the AGM agreement that the PFA would help to give back to the community this year and also help any families affected by Covid-19, it was agreed to provide a Poster containing information on where families can seek help and support. RW, AS and CB suggested the following organisations:</p> <ul style="list-style-type: none"> • Olio - food surplus app • Too good to go – unsold food from shops and restaurants • Friendship Cafe – who provide emergency hampers amongst other services • Gloucestershire Bundle –they provide emergency supplies to pregnant women and families • Gloucester Feed the Hungry – they provide meals and food parcels <p>CB thought that many families like to help support charities, it was agreed to hold a one off donation day for Feed the Hungry one Friday. AS, DO and ZF all said they could help take the donations to Gloucester Feed the Hungry</p> <p>Many small businesses have supported the PFA over the years with raffle prizes and RW thought that we could help support them by promoting there businesses via the school facebook page. This was agreed.</p>
	<p>ACTIONS: DO to put in the newsletter DO to write the Information Poster</p>
4.	<p>Small Cost Fundraising</p> <p>Normally families would be asked for a donation for the Christmas Fayre however this year a Fayre cannot take place.</p> <p>Online auctions were discussed however this looked to involve quite a bit of organising so it was agreed that a Christmas Raffle could to take place. This could be done by selling tickets via each school class like the poppy sales, each class would have a set of raffle tickets and a ticket would cost 50p, each teacher would allocated the tickets. Existing PFA resources like books could be used for prizes as well as contacting businesses for support. The Raffle could</p>

	<p>be held on the Christmas Party Day and drawn by Santa if he is available.</p> <p>SG had shared via the PFA Whats app group that Dixie Dot Crafts wanted to work with PFA's by offering 10% of every order placed using a school's unique code. It was agreed that this would be good.</p> <p>Going forward the Committee will focus on little raffles and non uniform days.</p> <p>AS asked if the School could support Children in Need on Friday 13th November, CB said she would need to discuss this within the school.</p> <p>RW suggested holding a Disney Quiz not for fundraising but for bringing the school community together. It was agreed that this could take place next January.</p>
	<p>ACTIONS</p> <p>RW to look into Raffle Prizes</p> <p>RW to contact SG to liaise with Dixie Dot Crafts and lead on this</p>
5.	<p>Uniform</p> <p>Any uniform sales will be held next year after lockdown. A message could go out in the newsletter to inform parents that if they are short on uniform they could contact RW via email and the uniform could be passed onto the school to hand out. No more donations were to be accepted unless it is a school tie. It was suggested that future Year 6 children could leave their school tie behind by tying it to the school gates so they can be reused in the future. CB thought it might also be lovely for them to tie a ribbon with their name on it as well.</p> <p>RW confirmed that MD would be ordering Waterproof trousers for Opal play.</p>
	<p>ACTION:</p> <p>DO to inform parents in the newsletter</p>
6.	<p>AOB</p> <p>None.</p>
	<p>ACTIONS:</p> <p>None</p>
	<p>Everyone to inform Debbie of any agenda items 2 weeks before the next meeting</p> <p>Date of next meeting – Tuesday 12th January 2021 7pm</p>

Future PFA Events:	
Friday 20th November	Gloucester Feed the Hungry Donations
Wednesday 16th December	School Christmas Party & Raffle