



OAKFIELDS' PARENT TEACHER ASSOCIATION

MINUTES OF THE AGM HELD ON THURSDAY 23RD SEPTEMBER 2016

Present:

- Andrew Taplin – PTA Chair
- Ben Mawela
- Sara East
- Guleen Nahr
- Harinder Paul
- Lisa-Marie Assenheim
- Nicolette Berkovitch
- Andrew Stride
- Biliانا Bellamy
- Arlene Small
- Helen Ward
- Saman Sandhu

Apologies:

- Debbie Dowling
 - Debra Inglesson
 - Mrs Ciftci – Headmistress
 - Sarah Harvey
 - Corrine Park
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- 1.) Andrew opened the meeting and thanked all for attending and giving their time to the PTA. New families were welcomed and introductions made.
- 2.) Andrew briefly detailed the minutes of the last PTA meeting.
- 3.) **Successes of last academic year**

Andrew thanked all members of the PTA for the time and effort they contributed in making the PTA events successful. All were well received by the children, parents and staff.

Children's Disco – this was held in the school hall and received a positive response from all. Arlene Small was thanked for organising the event. It was suggested that



the PTA consider organising an alternative venue for the disco in light of the cost implications of keeping the school open after regular hours.

Christmas Lighting – the installation of professional Christmas lights over the festive period were appreciated and well received. They will remain.

Christmas Bazaar – all agreed that this was successful and well organised. The children enjoyed their ‘shopping’ experience and parents who helped on the day expressed that there was a positive response from the children.

Mother’s Day Flowers – all of the children were given flowers purchased by the PTA to take home. All present at the meeting expressed their appreciation and recognised the effort that went into this touching gesture from the PTA.

Easter Egg Hunt – the PTA purchased Easter Eggs for every child in the school and organised an Easter Egg Hunt within the school grounds. The children enjoyed the event and each received an egg to take home.

Midsummer Ball – everybody agreed that this was an immensely successful event which proved to be an excellent fundraiser, particularly in respect of the auction that was organised. Thanks were expressed to Sara East for organising the event and to Mr Watt who was the compere for the evening.

Sports Day – the PTA provided tea and coffee at the event. It was suggested that the PTA look into the availability and cost of a mobile ‘coffee van’ as an alternative, to provide parents and spectators with hot drinks.

Summer Fayre – thanks expressed to Jennie Browning-Adams for organising the event. All agreed that the event proved to be successful, despite the dates of the Fayre having to be changed. Andrew expressed thanks to the Equestrian Centre for providing the school with car parking space for the event. The ‘Bouncy Assault Course’ was well received by the children and the PTA hopes to have this for this year’s Summer Fayre.

Leaver’s Disco – this was a successful event and catered well for both children and their parents.

4.) PTA Purchases

- Equipment for the children’s changing area in the swimming pool area
- Ice-creams for the children during the interval of the Christmas pantomime at the Queen’s Theatre Hornchurch
- Christmas lights to decorate the outside of the school building
- Mother’s Day flowers
- Easter Egg for each child
- Kits for the school football and netball teams
- Refreshments for the children on Sports Day
- The Big Art Project



5.) Upcoming events

School Disco: 18 November 2016

Arlene Small has requested volunteers to help with the running of the event.

All agreed that the attendance/reply slip should include a section where parents can indicate any food allergies that their children may have, so that suitable refreshments are available for all of the children.

Christmas Bazaar for the children: 9 December 2016

Biliana Bellamy requested help with organising donations and sorting through existing 'stock' in the school basement.

Pamper Evening: 24 March 2017

Everyone agreed that the PTA will need to plan further for the event and research Products and possible treatments/activities.

Easter Egg Hunt: 29 March 2017

To follow the previous format – all agreed that it was well organised.

Spring Ball: 12 May 2017

Details to be confirmed.

Summer Fayre: 24 June 2017

The date is 'weather permitting'.

All agreed that the 'Bouncy Assault Course' was a very popular attraction and that the PTA will arrange for this to be at the fayre next summer.

Leaver's Party: 14 July 2017

Details to be confirmed.

6.) Roles for the forthcoming year

Chairman – Andrew Taplin

Treasurer – Ben Mawela

Secretary – Saman Sandhu

Ordinary Committee Members:

K1 and K2	Gurleen Nahr & Nicolette Berkovitch
Reception	Lisa-Marie Assenheim
1PS	Corrine Wood
2CM	Jennie Browning-Adams
2SH	Biliana Bellamy
3LJ	Arlene Small
3NT	Marsha Edinburgh
4RD	Sarah Harvey
5SW	Helen Ward
6JL	Debbie Dowling



7.) Any Other Business

Sports Day Refreshment – PTA to research cost and availability of a mobile ‘coffee van’.

Christmas Puddings – Sara East told the PTA about Christmas puddings which can be personalised with an Oakfields Montessori label to be purchased by Oakfields family and friends. Sara will look into the costing of these, and find out when these would need to be ordered by. Arlene suggested that Year Group Representatives gauge the level of interest from parents beforehand.

Outdoor Cinema Event – Arlene said that this was something that had been suggested before as a fund-raising event. Andrew said he will discuss this with Mrs Ciftci in due course.

School Tea -Towels – Helen said that there are several school tea towels from last Christmas remaining. (Each one is illustrated with a self-portrait of every pupil at Oakfields) They will be available to purchase at the Christmas Bazaar.

School Umbrellas – the PTA also has several golf umbrellas with the Oakfields logo which are yet to be sold. Some were purchased by parents at the Summer Fayre at a reduced price than previously. The PTA are to decide upon a price for which the remaining umbrellas can be offered. Some have become very slightly discoloured and stained in storage and it was suggested that these are kept for school use.

Allocation and Provision of PTA Funding - The following key points arose during discussion of this topic:

That **all** children throughout the school benefit equally from purchases and spending from PTA funds.

Allocation of any funding should be with the consultation/agreement of all members.

The school to give reasonably advanced notice of funding requests (as far as they can). This will allow the PTA time to plan and budget for all requests.

8.) Next Meeting

The next meeting is scheduled for Thursday 10th November 2016