



## **OAKFIELDS PARENT TEACHER ASSOCIATION**

### **MINUTES OF MEETING HELD ON THURSDAY 4<sup>th</sup> May 2017**

#### **Present:**

- Andrew Taplin – PTA Chair
- Mrs Sara Whatling – Deputy Head
- Mrs Jennifer McLellan
- Lisa Mackenton
- Catherine Meek
- Sara East
- Sarah Harvey
- Lucy Webb
- Debbie Dowling
- Nicolette Berkovitch
- Lisa-Marie Assenheim
- Biliانا Bellamy
- Jennie Browning-Adams
- Saman Sandhu
- Apologies – Ben Mawela

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- 1.) Andrew opened the meeting and thanked all for attending and giving their time to the PTA..
  - 2.) Jennifer McLellan informed the PTA that there had been an increased uptake of the Schools Gateway communication app. She emphasised that this would improve communication between the school and parents.

#### **Recent events:**

- 1.) The Mother's Day flowers were well received and this gesture was much appreciated by all.
- 2.) The Easter Egg hunt received good feedback from children and adults alike.

### **Upcoming events:**

#### Spring Ball

- 1.) The Spring Ball is due to take place one week from now on Friday 12<sup>th</sup> May. At this time 86 people are confirmed as attending, slightly less than last year's attendance of 110.

All preparations are in hand and Sara and Lisa talked through the plan for the evening.

Sara requested that the school office send a message through to parents to remind them of the time that the event will begin.

Mrs McLellan suggested that new parents (with children starting at Oakfields in September) be sent literature about the Spring Ball in an effort to increase numbers for next year.

Lisa Assenheim expressed thanks for the raffle/auction prizes – many of which are exciting and unusual. A request was made for more raffle prizes

- 2.) Summer Fair

This is to take place on Saturday 24<sup>th</sup> June. Jennie said that preparations were going well and that she was recruiting parent helpers. A letter has been sent out requesting help to set up on the Friday evening and to man stalls on the day of the fair.

A message will be sent out in due course requesting donations for the fair – it was considered that it will be better to wait until after the Spring Ball to do this, so as not to inundate parents with information/requests.

The programme cover will be decided upon by holding a competition for the children, who may design a cover – this is currently underway.

There will be a Mad Hatter's Parade on the day of the fair, where children can bring a hat that they designed and made. Mrs Whatling will promote this in school assembly and be the judge on the day of the fair.

The Equestrian Centre will be used for car parking and Boy Scouts will direct traffic here.

### **Purchases/Proposals**

- 1.) A climbing frame for the Kindergarten outdoor area was discussed. Mrs Whatling indicated that the school would find the funds for this and that it should be installed by the end of the school year.
- 2.) Mrs Whatling will ask the teaching staff if they have any funding requests during the next staff meeting.

- 3.) **Any Other Business:**

- School Pond  
The PTA and school staff are keen to have a pond installed in the school grounds. Sara East will make further enquiries into the costing and sourcing

of this. The PTA will need to liaise with the school regarding the location of a pond.

4.) **Next Meeting**

The next meeting is scheduled for Thursday 15<sup>th</sup> June 2017.