

## PTA Committee Meeting with M. Tirrell and Student Council Minutes

**Location:** La Fontaine Academy

**Date:** 25/11/2022

**Time:** 14:15

**Attendees:**

**PTA Committee:**

Fay Cameron (FC), Chair  
 Holly Olympidis (HO), Secretary  
 Prang Kew (PK), Treasurer

**Student Council (in attendance for agenda item 1 only):**

E, Chair  
 N, Curriculum Lead  
 K, Community Engagement Lead  
 I, Inclusion and Diversity Lead

**School Leadership:**

Michael Tirrell (MT), Head of School

**Apologies:**

**PTA Committee:**

Erica Nelson (EN), Events Director  
 Xuan Kroeger (XK), Communications Officer

**Agenda Items:**

<b>1.</b>	<b>Events feedback with student council</b>	<p><b>Hallowe'en Party</b></p> <p>Children would have liked to see more games such as musical chairs and apple bobbing. They would also like prizes for the best costumes.</p> <p>Children would have liked more drink options rather than just water, for example squash with a Halloween themed name.</p> <p>Feedback on the music was positive.</p> <p>Children enjoyed being involved with setting up the event.</p>
-----------	---	--

		<p><b>Summer fair</b></p> <p>The inflatables felt crowded and they would have liked more inflatables aimed at older children. They would also have liked more of a mix of inflatables and obstacles.</p> <p>The hair chalk stall was very well received.</p> <p><b>Other event suggestions from student council</b></p> <p>Smoothie Bike Hire - The student council would love to hire a smoothie bike and suggested making it a two day event could be more cost effective. They are also happy to volunteer to make smoothies in preparation for the event.</p> <p>More school dress up days such as Pyjama Day and Pink Day. MT advised caution in the number of days parents are asked for donations and sourcing items.</p> <p>Y6 Popcorn/Ice Cream Fridays could have a wider scope to incorporate bake sales, candy floss, mince pies and mulled wine, hot drinks.</p> <p>Easter event, such as an Easter Egg Hunt.</p> <p>A charity event connected with Diversity Week.</p> <p>A drive for food bank donations including non-perishable foods and teddies. MT advised food bank donations have recently been mentioned in the newsletter.</p> <p>A stall selling children's pre-loved items and children's handmade items at all events.</p> <p>-----</p> <p>The student council were thanked for their feedback and left the meeting.</p>
2.	<b>PTA Committee Updates</b>	<p><b>PTA AGM Update</b></p> <p>FC updated MT on new PTA Committee members and points raised at AGM.</p> <p>Committee will first focus on claiming Gift Aid (which we understand can be back claimed for up to four years) and will reconsider VAT registration after.</p> <p>Committee is keen to do a Monthly Giving and Amazon Smile registration drive, particularly among new parents at the school, as</p>

		<p>these are among the greatest sources of income. MT had planned to start future parent classroom visits at 14:15, however will revert to inviting parents into the hall at 14:00 so PTA can be present to raise awareness of these. Dates of parent classroom visits will be published in the newsletter in due course.</p>
<b>3.</b>	<b>Sports Hall</b>	<p>MT advised that carrying out improvements to the sports hall to make it usable are a priority, particularly as a space that can be used during playtimes:</p> <p>(a) for toilet access from the playground,  (b) to allow children space to run during wet play,  (c) whilst the school continues to receive sports premium funding they will continue to contract a multisports coach who co-ordinates sports games at playtime, so the sports hall would also be used at playtimes daily in all weathers.</p> <p>It will also be a space to hold events and a revenue generator when it can be hired out.</p> <p>Works are expected to cost in the region of £50,000 - £60,000 however quotes are currently being refreshed - MT to chase.</p> <p>Proposed order of works:</p> <ol style="list-style-type: none"> <li>1. Water &amp; Sanitation - likely to cost in the region of £10,000 - £12,000. It may be most cost effective to have the works for mains water and the works required for the toilets to be carried out at the same time. This is a priority to allow playtime access. Once a refreshed quote for this is back, FC and PK will discuss the funds the PTA can contribute.</li> <li>2. Roof insulation for sound improvements - needed as soon as possible so the space can be used for larger groups (currently sound is overwhelming if more than one year group in the hall and is particularly problematic for some SEN/neurodiverse users).</li> <li>3. Paint - will be needed but not a priority to make the hall usable.</li> <li>4. Replace basketball nets - in due course.</li> </ol>
<b>4.</b>	<b>Gym Mats</b>	<p>FC requested an update on gym mat status. MT understands these have been ordered but will follow up and provide an update.</p>
<b>5.</b>	<b>Book Charity</b>	<p>Kat Coffey (KC) has spoken with MT regarding the book charity. MT would like indoor books to be based in classrooms (rather than in a separate room in the school building) and is very keen for an outside library in the playground. The PTA would like to invite the charity into school to meet MT/staff and students. MT agreed - he</p>

		and Mme Isbecque can be staff contacts.
--	--	---

**Action points:**

<b>Action Item</b>	<b>Owner(s)</b>	<b>Deadline</b>	<b>Status</b>
Chase refreshed quotes for sports hall works	MT	ASAP	In Progress
Discuss and confirm amount of PTA funds to be pledged for phase 1 of sports hall works	FC & PK	-	Pending refreshed quotes
Chase update on gym mats	MT	-	In Progress

**Meeting closed:** 14:58