

Meeting called by: Christ's PSA Committee

Attendees: Rowan Woodward (Treasurer) Hannah Childs (Secretary) Sally Hawkins (Trustee)
Joanna McCaul, Andrey Shagarin, Dhruv Menon

Minutes

Apologies: Deborah Guinea

Minutes from last meeting: Minutes for AGM Sept 2020 were approved as accurate, proposed by Rowan Woodward, seconded by Sally Hawkins

1. **Item 1: Welcome and introductions**

Hannah Childs chaired the meeting which started with everyone introducing themselves, their role on the committee (if any) and which year(s) their children were in.

2. **Item 2: Feedback from Survey**

Hannah presented a summary of the 198 responses to the recent Survey Monkey PSA questionnaire which closed on 15th November. The aim of this was mainly to gauge interest in proposed fundraising events, invite ideas for fundraising and do an audit of where parents would like to see PSA money spent - improving current outdoor sheltered seating was most suggested in the survey. Dhruv asked about what regular fundraising events the PSA hold and how money is spent. Rowan explained that most money comes in from the annual Fireworks (between £4-8k) and Quiz nights (around £2k) and that most requests for funding come directly from the school's departments. It was mentioned that since the AGM, the PSA committee have decided to use a large chunk of existing PSA money (approx. £4,950) to fully fund the request for curtains to transform the drama studio into a flexible theatre space rather than hold a special drama/dance fundraiser which would be difficult at the moment. **In addition, the PSA have also agreed to fund half of the Laser Cutter for the Technology Department – a sum of £4,750. These leaves a balance of around £4,000 in the PSA account to build upon for future items.**

Action: Hannah to send a summary of results to be circulated to all school community via e-mail

3. **Item 3: Christmas Fundraising Initiatives**

Several are already up and running, with a dedicated page on the PSA section of the school website under 'Supporting your child'. They include:

Christmas Trees (now closed for orders) sold through Holy Trinity School have raised £10 per tree x £15 = **£150**. This is compared to just selling one tree for Christ's last year!

Parentkind Raffle runs online until 6th December, so far **169** tickets have been bought @£3 per ticket of which 50% goes to our PSA = **£253.50** so far

Chocolate-dipped fondants made and sold by Deborah Guinea has so far had 13 boxes ordered @£7 of which £4 goes to Christ's from each = **£52** so far

Easyfundraising.org.uk was highlighted by Rowan as a great scheme to support the school when buying online, especially in the run up to Christmas, from which the school currently receives around £300 per year with 45 supporters. We have added another 13 supporters in the last month. She also promoted local **Stampastic** business which gives a 15% cut of orders to the school.

Suggestions included Sally's mention of estate agents' paying to put up their advertising banners on school buildings (in place of traditional boards in gardens) and Dhruv proposed local businesses running stalls at events to not only advertise their company but to provide refreshments for example and man the stall themselves.

Action: Rowan to send out an e-mail inviting anyone else who had products to sell in the run up to Christmas to advertise through the Christ's Christmas Fundraising in return for sum/percentage to the PSA and handling orders and initial payment directly themselves.

4. **Item 4:** Proposed Fundraising events 2021

Quiz night was discussed and it was agreed, from survey feedback to have the option to pay £5 or £10 per household to join in. It was felt that it was still too early to plan for a quiz night in person, although the idea of having an outdoor quiz was suggested when weather is warmer. It was decided a whole school virtual quiz (via Zoom) in the second half of the Spring term would be viable, and then hope to hold one at school in the Summer term. Andrey offered a contact who is experienced in putting together quiz questions.

Bingo night was the most popular suggestion on the survey, with 111 people supporting the idea. It was decided, as it had not been possible to hold a social event for year 7 parents (plans postponed due to Covid restrictions) that theirs would be first on **Friday 29th January**, with bingo cards to be e-mailed to participants to print out themselves, and with a prize for the adults and one for the children in the winning family. It could then be rolled out for other year groups based on the success of this trial run.

Sponsored active challenge was another popular idea (90 people) as it wasn't virtual/online and would involve the students. A number of parents expressed a wish that money raised goes just to the school (not split with a charity as suggested in the survey). It was decided this was best to be held when there was more daylight/better weather (i.e. Summer term)

Action: Appeal for help to put together publicity for the Year 7 Bingo night to begin to advertise

Any other business:

Chair and Treasurer positions It was reiterated that the Chair/Co-chair position was still vacant and Rowan announced that she had only one more year as treasurer and that it would be beneficial to have a period of handover. Joanna asked about staff involvement in PSA events, which is mainly through the music department providing entertainment at PSA events. Rowan highlighted the Parent Council where parents can make their opinions heard through their year representatives.

Action: to advertise the PSA committee positions and ask those who had expressed interest in joining the committee in the survey to contact the PSA via e-mail

Calendar of events 2021

1st half Spring term: **Wednesday 13th Jan PSA online meeting** (inc. Bingo night planning)
Friday 29th January Year 7 Family Virtual Bingo Night

2nd half of Spring term: PSA meeting
Whole school online Quiz Night (possibly with hamper raffle?)

1st half Summer term: PSA meeting
Sponsored distance/physical challenge event

2nd half Summer Term: PSA meeting
Quiz night at school (Friday night) with raffle and/or auction