**TEMPLEWOOD SCHOOL ASSOCIATION**

**MINUTES OF MEETING**

23 January 2018 (1830)

**Attendees**: Michelle Nichols, Gavin Lovell, Simona Cairo, Dee Williams, Julie Perry, Clare Lovass, Caroline Rowlinson

**Apologies**: Tracy Wright, Viv Owen, Beni Choudhry, Fiona Davies.

1. Chair's welcome
2. Headteacher's Report (Mrs Hollingsworth)  
   The children and staff have suggested how TSA funding could be used;
   * Physical provisions for outdoor areas – All weather track (The daily mile)
   * Stages for role play
   * Lockers to replace pegs / shoe boxes.
3. Treasurer's Report

Current balance..

Christmas party total net profit approximately £1412. A breakdown of the profit and assumptions will be published in the TSA newsletter. An audit of remaining stock is still required (Bar stock will be required prior to the ‘Quiz night’).

1. TSA Events:

* MAD SCIENCE disco cancelled – No DJ and a clash with a Y3 trip
* PARENTS QUIZ NIGHT *Subsequent to the meeting Emma Davie-Gill and Gavin Lovell will organise the event for the 21st April.*
* EASTER HAMPERS 12th – 23rd March

Parent volunteers required to arrange to collection of items for the Easter Hampers and sale of raffle tickets.

* CHILDREN’S FILM NIGHT Friday 25th May

Parent volunteers required to help supervise also to set up snack boxes from 2.30pm.

* FRIENDS & FAMILY SUMMER PARTY Saturday 7th July

We need a few parent volunteers to form the planning committee to cover various aspects of the event such as external stalls, class stalls, food stalls, inflatables, music, bar etc. Proposed First Planning Meeting Date: Friday 2nd February @ 8pm at The Two Willows

1. Any Other Business

* Review of the House points system - how accurate is the method by which the points are recorded\declared by the children? This topic has been raised by a number of parents, but is not an issue to be resolved at a TSA meeting. The schools normal escalation process should be used to address these matters (perhaps a link to this process needs to be published).
* Nursery requests spending update? Can any of the unused materials from Reception outdoor area be utilised? Pending agreement of the KS2 development.
* Christmas party - how much profit did we make? A breakdown of the accounts will be published in the next TSA newsletter.
* What is happening with KS2 development? A working party will be organised when a plan has been agreed with the school.
* Change of date for the Quiz? – As per previous note scheduled for 21st April
* Items for school development proposed by the head reviewed. It was agreed to include these in the ‘development plan’ for future review and development (A quote and survey has been requested for The Daily Mile track).

1. Actions from previous meetings

* Outdoor Learning Area - How is the plan for a spring clean and for storage to make resources more accessible progressing? *Michelle to raise usage of the OLA with Mrs Hollingsworth. In review – working party to be organised when a plan has been developed.*
* Large garden games - *Mrs Spragg to check if the school has the quote from Michelle.*
* Indoor games and resources for wet play are still required - *Mrs Spragg to provide more detail on what is required. - Closed*
* Feedback on £200 class budgets - *Mrs Spragg to check for the email detailing how the funds were spent. – Closed.*
* Windows and exterior decoration – could the previous status communication could be re-circulated *Mrs Spragg to check if this can be done. Closed.*
* DBS checks for TSA volunteers - the school may require at least one volunteer to be DBS checked. *Mrs Spragg to clarify this and the adult to child ratios. Pending review with Mrs Toal*
* Sports Kit - *Michelle/Gavin to look into requirements and prices. Football kit has been ordered approx £250 plus £100 set-up fees. Additional sports kit (netball / athletics) requirement to be reviewed (sizes, need for bibs etc).*

Next meeting TBD.