



Boxgrove Parent Teacher Association
Agenda for the PTA Meeting
Tuesday 28th January 2025 at 7.30pm

***Welcome Persons Present:**

Clare Billington; Josh Andresen (Co-Chair); Niels Brouwer (Co-Chair); Michelle Anderton; Nicholl Grove (Events Co-Ordinator); Nick Griffiths (Media Secretary); Alison Fitch (Head Teacher), Pareesha Santos (Secretary)

***Apologies for Absence:** Claire Haslett; Fleur Brouwer

Meeting chaired by: Josh Andresen

*** Chair Report**

- Meeting with Helen Stanley scheduled for 11am, Thursday 30 Jan, on zoom to discuss crowd funding opportunities.
- Claire, Nicholl, Niels, and Fleur added to Natwest account
- Fleur and Niels added to Bankline
- Not possible to use Natwest instead of Bankline for BPTA events or transactions
- Request re. organizing teacher volunteers and first aiders for events
 - Alison to speak to Natalie about a contact person re staff volunteers
 - Still open question whether to keep this within PTA or try to get some help from Julie, etc.
- Request re. how publicity will be done for different events
 - PTA generally wants to publicize events on multiple platforms (whatsapp via Class Reps; BPTA website; Newsletter; Studybugs) to reach the maximum number of people.
 - Alison very supportive
- Net balance in BPTA accounts is approx. £30,000

***ACTION points from last meeting**

- PTA Policies reviewed by PTA committee – Action completed; Nick confirmed that he has checked that the links in the policy document are still current
- Future PTA Meeting dates scheduled – 7 or 9 May (08:50am); room assignment confirmation for 11 March and 1 July 2025 – not able to have discussed this as ran out of time – will discuss on WhatsApp group
- Funds with NatWest – using online banking option instead of Bankline – Josh -
- Bank cards/Everyone signed up for NatWest account correctly – Claire, Nicholl, Fleur, and Niels have been added to the bank account with bank cards on their way to each of them. Niels and Fleur have also been added to bank line. The Treasurer handover is officially almost done, very nearly concluded with Louisa. We will need Fleur to upload the account files to Charity Commissions as Louisa no longer has access. Fleur and Josh now also have access to Stripe account which is very helpful to track transactions coming into the bank account as currently transactions are deposited in various drip-fed amounts. A big thank you so much to Louisa for her time on the PTA committee and all your hard work!
- Finding someone to talk over Christmas Cards for 2025/2026 academic year – still to be confirmed on this
- Meeting with Helen Stanley – crowdfunding discussion – 30 January zoom call with Josh and Niels has been scheduled, update to follow in the next meeting
- Submitting 2024 accounts to charities commission – this will be done by Fleur as per above Bank cards section

***Feedback on Events**

- School Disco – Claire explains that the school discos were a huge hit with over 600 attending. Fun was had by all and many glowsticks waved. Huge thank you to Mr Herbert who took over the role as DJ for both nights and had rave reviews from the children. As per last year, event was ran over two evenings and worked out

well for staff, children and volunteers. Ticket sales came to £1784.50 with further £269.50 raised from sale of glow wands and sweets. Costs came to £576.34, making a profit of £1477.66.

***New Events/Initiatives**

A new idea that came up in the meeting – Battle of the Bands – Staff vs Parent musicians concert day!

***Funding Requests**

- £3098.25 Project Phonics Whole School - Natalie Warren

- Additional set of books required (10 of each title) (£6000 already funded from The English Hub) to enable us to upscale our phonics lesson and therefore improve fluency. Reading in pairs as part of the phonics lesson.
- To enable every pair of children to have access to a book between them and to make sure that phonics and reading is implemented consistently across the school.
- VOTE: YES ALL (Nicholl & Nick)

- £900 for a diving block - Natalie Gurney

- As the one we have was made of wood and is falling apart so we need a new one to train swim squad.
- To improve our swim squads performance. We will practice dive starts and also relay take overs which *for* competitions like the ESSAS is fundamental.
- Can purchase a secondhand diving block, then Ivor has contacted someone to do some steelwork and welding in order to make it suitable for our pool.
- *Side note - Nick questioning how much for a new one vs second hand one that needs welding – gave permission for school to look into difference in cost*
- VOTE: YES ALL Josh & Nick

- £995 excluding VAT for Project: Online Safety Talk - Parents and Children – Mr C Herbert

- To engage and support parents with the latest challenges faced by our students online.
- To equip parents with the necessary skills to help keep their children safe while online or gaming.
- They are offering a virtual evening session for all parents to attend with the opportunity to ask questions at the end.
- VOTE: YES ALL (Niels & Nick)

- £1111.98 for OPAL - Wild Reading Project – A Blakeway

- outdoor cosy reading sheds
- To build a wild reading area to promote reading for pleasure in line with the OPAL targets. These cabinets are to store books.
- This is a small part of a bigger project of which we already have the funding

– annual sum to keep replenishing stock for the playground - £5000 requested – this was not voted for the total amount yet as waiting to see if we can make it more of a spread out cost across the terms

- £104.20 for KS1 Craft Club projects – Mrs C Loan

- VOTE: Yes (Pareesha & Michelle)
- Provide a lunchtime club to KS1 children with focus on crafts

- £673 for Project Live modelling visualisers – Mr C Herbert

- VOTE: Yes (Nicholl & Clare)
- To allow teachers to model clearly to the students.
- To allow teachers the opportunity to give immediate feedback to whole class or groups.
- To model metacognition and 'live thinking' to the whole class.
- Our current visualisers are fairly old and not very responsive. Visualisers are the most powerful tool in a teacher's toolkit allowing them the opportunity to model clearly in every lesson.

- £400 for World Book Day inviting poet Joshua Seigal – L Phibbs/ T Clark

- VOTE: YES ALL (Josh & Pareesha)
- Continue to develop a reading for pleasure culture by promoting reading using WBD as the launch.
- Raising the profile of reading by inspiring and engaging children to read more widely
- A long term goal: every child (where possible) to become a fluent reader by the end of year 2 in order to access all of the curriculum and thrive.
- As a school, we want to create readers not just children who read

- £914.97 for new semi-circle tables for Reception – A Blakeway/C Collins

- VOTE YES by all
- To develop the Early Excellence approach in EYFS. This incorporates the curiosity approach using natural materials and real objects which reflect the real world, the environment and climate and help support over stimulation.
- To develop the teaching of phonics to incorporate further opportunities for children to engage in writing opportunities, we need to ensure we have enough capacity for every child to have a seat at a suitable table. Each class needs an additional table in order to support this.
- To resource the three classrooms and the outside area as well as support for Forest School.
- At present we do not have the tables we need to teach whole class RWI phonics as it is designed to be delivered.

- £2063 for House point collectors

- visual for the children to help make house points more of a motivation.
- Want to have 1 for each year group so to get 7 of them.
- VOTE YES by all
- *Side note – additional discussion about if it is time to get out the point collectors from the shed which were used for any parent volunteer contributing to house point collection*
- Waiting to get a quote for IPAD trolley which has been postponed since last time £9grand approximately

PTA discusses what we can fund this year and what we need to keep in the bank as a good buffer. Fleur to crunch numbers and help in the decision to decide what buffer we have to keep in the bank each term so we then know how much we can spend and also pay towards funding bids.

Vote Yes in principle for all of the funding requests tonight but that we need to discuss further as and when more requests come in and vote via WhatsApp when required.

***Dates for Diary**

7 February – Painting & Prosecco
3 March – Pancake Flip (Yr1 only)
4 March – Pancake Flip
11 March (Tuesday) – 7.30pm PTA Meeting (Room tba)
22 March – Quiz Night
7 May (Wednesday) – 8.45am PTA Meeting (Room tba)—Date tbc
7 June – Summer Fair Bottle Mufti
21 June – Summer Fair
1 July (Tuesday) – 7.30pm PTA Meeting (Room tba)
11 July – Family BBQ

***AOB**

- Outline the PTA's needs for communications with parents while also in agreement with school office
 - How does publicity on events take place? PTA hopes it can be reach as wide as possible with communicating to parents and need to be on as many channels of communication as possible. PTA need to sometimes use StudyBugs to push out comms and hope that we can request this with the school office. Alison agreed that is of course fine we just need to be mindful that we do get parents complaining that there is sometimes too many comms that goes out from the school so the school have been trying to lessen how much goes out and how often. Any StudyBugs comms can go out but needs to go via Becky or Alison first before published. PTA understand this and will also continue to send comms out via the class reps WhatsApp group as often as we can and only occasionally use study bugs. Nick confirms that he handles the weekly newsletter comms via Julie as well as looks after the Facebook page but is not sure how much is seen and how wide the reach is on Facebook. PTA Events data base has grown over the years and Nick explains that we can use that mailing list to also send out email communications when needed.
- Quiz Night Preparations (Pareesha) – The Tens license has been applied for; Quiz master and Quiz maker have been confirmed as the wonderful Tom and Nick from last year; Dan the chef is on board and back to help us put together a delicious meal so menu is sorted, big thank you to volunteers and those stepping

forward to volunteer on the day. Tickets now on sale and will drip feed comms to get sales going before making a call on viability if we need to!

- Teachers asked to come to two events each – 1 being the Christmas or Summer fair – except newly qualified teachers and TA's – Natalie Warren (Staff) sends around timetable with the staff to book onto each event as early as possible. School doesn't expect that there has to be a staff at all events.
- First aiders – we need to figure out how to involve the parents in this more than just expecting 1 staff member. St Johns Ambulance weren't too expensive but if we can include parent volunteers and who is happy to be on a list of first aiders then we can avoid cost of St Johns Ambulance. Alison will ask Julie to find a list of staff who are first aiders and to put a study bugs note out to parents to ask who is medically experienced and would be happy to join a list of first aid parents. We should have first aiders at all events – at least 1-2.
- Niels mentioned what more can we do to avoid a downward trend of funds coming in and if we can get out a survey to parents to see what they like and what they want from us. Also, what other ideas for engagement and marketing of what the PTA does. Maybe instead of reading material maybe we do quick videos showing what PTA has funded at the time that it comes into fruition and show a visual. Going to see if the school office are able to use the funded video to record clips of things that are funded by PTA to help create a visual for parents to see more of what the PTA fund. Should be ok to also do a survey out to parents now to ask them what they'd like to see more from PTA or what they'd like to see less.