

THE HOLLYFIELD SCHOOL PTA

Minutes of Hollyfield Parent Teacher Association Meeting 3rd May 2017

Apologies for absence - Apologies were received from Irene Crombie and Becky Sharple.

Those present - Gayna Brice, Andy Langford, Suzanne Cano, Tyron Cano, Andrew Newton, Ros Ellis, Ceri John, Emma Frances, Philomena Groome, Tanya Kostenko, Maryam Nouri, Colin Philp, Lee Duncan and Heather Lucas-Brown.

Minutes of last Meeting - The Minutes of the last meeting 29th March 2017 were agreed.

ACTIONS: Suzanne agreed to act as Chairperson and ran through the actions.

Qui Night - Suzanne handed the shield to Gayna who agreed to get the winners name 'Tequila Slammers' added.

Funding for 6th form outside area: Graham has confirmed that this is on hold.

GCSE Pod - Mr Winpenny had shared some statistics with us and these were circulated. Usage is much higher than average for a school our size. **ACTION:** Ros to put the statistics onto our website.

Prizes for attendance and punctuality - Tyrone has not yet spoken to Matt.

Student Artwork - Irene had emailed an update: She is going to be sending a Parentmail to year 7 parents and put herself as the Year 7 Rep.
Affordable Art stall at Hollyfest - The exams are underway in the art dept and our aim is to choose a few pieces from what is being produced. Once chosen she will source the frames to suit the reduced sizes and compile a list of prices to be approved by the PTA. They won't be able to be printed until after they have been assessed.

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New Year 7 parent info evenings - Andrew confirmed that there were two sets of dates. The first is the interviews with the senior team which will be on 15th and 17th May. It was agreed it would be good to advertise Comedy night and Hollyfest to the new parents. **ACTION:** Suzanne to print some flyers. The second dates are for the info evenings on 5th and 6th of July. Andrew confirmed that the school would like the PTA to provide refreshments for this. All agreed to do this.

GCSE Exam Breakfast - Andrew confirmed the dates for the Maths and English exams and that they were all morning exams. The School would very much appreciate it if the PTA would provide Breakfast for these dates. All present agreed this would be good to do and the following people volunteered to help. Suzanne agreed to do the shoppings and both Tyrone and Suzanne will be present on all dates.

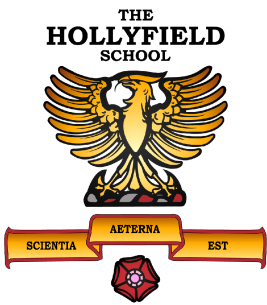
English Lit	Mon 22 May	- Ceri and Lee
Maths	Thu 25 May	- Emma and Gayna
English Lit	Fri 26 May	- Tanya and Philomena
English Lan	Tue 6 Jun	- Maryam and Philomena
Maths	Thu 8 Jun	- Emma and Gayna
English Lan	Mon 12 Jun	- Ceri and Lee
Maths	Tue 13 Jun	- Ceri and

Ebulletin - The items we wanted in the ebulletin have been added.

Apple Macs - Andrew has spoken to Matt re leasing them rather than purchasing outright. He has considered this and advantages of purchasing them outweigh those of leasing them.

200 Club – Ceri confirmed that membership was still very low despite the high volume of advertising over the last two years and was just about breaking even. It was a lot of effort for no return and nobody had come forward to take it over. All agreed that 200 Club should be discontinued after the July 2017 draw. **ACTION:** Ros to remove advertising of 200 club from website and replace with a Thank you to all those who have supported it in the past. Ceri to notify

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current 200 club members.

Donation Tree - Ceri explained what this is and showed a picture of the one at Hinchley Wood school. All agreed it would be a good idea. **ACTION:** Andrew to ask Maggie what she thought and see if it could be produced in school.

DBS checks for PTA Trustees - Gayna explained that when she became Secretary she and other PTA members were asked to go to the office and complete a DBS check. Legally you only have to have a DBS check if you are working in direct contact with children. She has asked emailed the School Office to ask what they school policy is and if the rest of the Trustees need to be processed. Andrew thought that the school would ask for this especially those who are accessing the school site and therefore have contact with students. **ACTION:** Andrew to check on School policy.

School/Fundraising Activities -

Ilex Production - This was a great success and the bar takings weren't bad considering there was no interval. We took £109, £238 and £172.20 across the three evenings. .

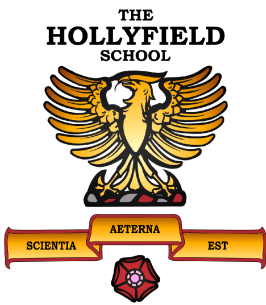
Comedy Night - So far there are 53 bookings. We really need double this to make the atmosphere work. Therefore need to keep advertising. Gayna agreed to do cocktails again. Colin, Emma, Ros, Suzanne and Ceri agreed to help on the night. **ACTION:** Ros to ask for the flyer to circulated on parentmail again. Gayna to send flyer via email to previous attendees at Quiz, Comedy and Bingo nights. Ros agreed to send to teaching staff. Philomena agreed to put flyers up in the community when printed.

HOLLYFEST 2017

Suzanne said that she and Ty had a productive meeting in school today. The risk assessment had been done for the fireworks and these could now be booked.

Sarah Neville has begun compiling a list of bands to play on the day including the swing band.

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Suzanne talked through the map of the hollyfield site and which areas would be used for different activities.

These included two stages, a big screen to show images from the media students and some advertising, large skittles game, Raffle, static cycle competition, a variety of food BBQ by Lee, Rice by Maryam, possibly popcorn and candyfloss, staff zone will run the bar, a dance tent, penalty shoot out in the muga and some inflatable games like zorb football. Suggested use of hay bales around the dance tent and a DJ slot.

Confirmed that we will be issuing wristbands at the gate with 4 different colours (Adult, child, performer, crew). Agreed that pta members who have been involved in organising Hollyfest should man the gate and that other volunteers were needed for the day so that everyone get time to enjoy the event.

Penny (our bingo caller) has volunteered to organise the selling of advertising in the programme. Maryam and Philomena have begun to approach local companies to ask for support/raffle prizes. **ACTION:** All to keep emailing PTA email address info on companies approached to prevent doubling up.

Graham is sourcing the stage, screen and pa system.

Ty is making the skittles and possibly Hollyfest (hollywood style)

Matt is organising the Dance Tent

Darren is organising the banners and advertising

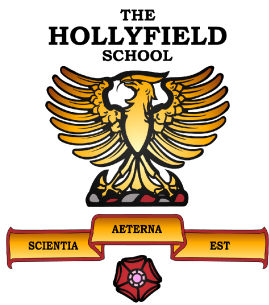
We are asking Radio Jackie if they would be available to broadcast from Hollyfest.

Colin is speaking to Matt re inviting Eric Clapton.

Maggie has asked if we could write to Waitrose to see if we can bag pack and hand out Hollyfest flyers. **ACTION:** Gayna to compose a letter.

AOB -

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Dates of Next Meeting: [Wednesday 7th June 2017 - 7.30 - C1](#)

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