

BRAMPTON PRIMARY SCHOOL
PARENT TEACHER ASSOCIATION

Minutes of the meeting held on Tuesday 15th June 2023 – 9.15am in the Conference Room

1. Welcome and Introductions

- See register for attendance.
- There was an introduction and welcome to the meeting, everyone present introduced themselves. A discussion was held regarding the outcomes of the previous meeting.
- The timing was discussed and it was proposed that the timing could alternate between morning and evening to ensure that all parents who were interested could attend a meeting. The venue for an evening meeting was also discussed.
- Communication and encouraging more parents and carers to be involved with the PTA was discussed and actions put forward.

2. Minutes from the previous meeting

The minutes from the previous meeting were agreed.

3. Vote for PTA secretary

One person has volunteered to stand for the position of secretary, unfortunately they were unable to attend this meeting. There were no other nominations from the people present so this will be deferred to the next meeting.

4. Update on DBS applications

MH will look into this and clarify how the applications should be made.

5. Update on opening a bank account

The chair and the treasurer are visiting the school business manager after the meeting to look into opening a bank account for the PTA.

6. Support for sports' day

Provisional dates for sports' day were shared. It was suggested that refreshments could be served by the PTA. MH will ask PS to look into storage options for this. Ensuring that there is enough shade available at the sports' day and whether canopies or gazebos could be erected in the park was discussed. The chair will speak to the PE lead regarding the support that the PTA members could give on the day – running events, providing refreshments and supervising water/rest areas. It was felt that sports' day would be a good opportunity for the PTA to promote who they are amongst other parents.

7. Planning an autumn fayre

This was deferred due to time. On the 1st July, Grange Primary School in Forest Gate is holding a summer fayre. PTA members were encouraged to attend to see 'what a good one looks like'.

8. Further ideas from YV regarding possible avenues for fundraising

The chair and the treasurer are visiting the school business manager after the meeting to discuss this further.

9. AOB

- Safety in the local community – parents expressed their concerns about recent events around the school in recent weeks.
- This month is Pride Month, could this be acknowledged and an event carried out, for example a dress-up day (e.g. come to school wearing one of the colours of the rainbow) and the money raised go to the PTA?

Actions:

	Action	Who is responsible?
1	Ensure that PTA information from this meeting is on the website	MH
2	Parents to be informed that there is a PTA tab on the website and about the date of the next meeting via text message to the whole school.	MH
3	PTA noticeboard to be updated regularly.	GKJ and PS
4	WhatsApp group to be set up.	GKJ
5	DBS application system to be set up.	MH and YV
6	Investigate possible storage in school for refreshments that the PTA would like to provide.	MH and PS
7	PTA to be present at sports’ day; chair to speak to the PE leader.	GKJ
8	Information about sun safety to be sent out to all parents.	MH
9	Look into the possibility of a date for another parent forum to be set with a focus so that parents who are interested in that issue will come along. E.g. safety in the local area. Look into inviting a local councillor or police representative to the meeting. Look into how the forum can be advertised more and how more parents can be encouraged to attend.	MH and PK
10	Look into possible contacts and ideas for an autumn fayre.	KT
11	Look at information around Pride Month.	MH

Date of the next meeting

Tuesday 4th July at 7pm – venue Brampton Primary School

Items for the next agenda

1. Welcome and introductions
2. Minutes and actions from the previous meeting
3. GDPR – sharing of email addresses and phone numbers
4. Vote for a Brampton PTA secretary
5. Support for sports’ day
6. What are the three main objectives of the Brampton PTA?
 - a. Decide on the aims to be added to the website.
7. Update on DBS applications
 - a. Instructions on how to complete the online form.
 - b. Instructions on who to see in school regarding ID/proof of address etc.
8. Update on opening a bank account
9. Planning an autumn fayre
10. Parent Forum on safety in the local community
11. AOB