**Minutes of St John of Jerusalem School PTFA**

**Thursday 12 October 2017, 9:00am (School meeting room)**

**Present**: Lisa-Raine Hunt (Chair), Claire Skrine (Treasurer), Estelle Wilson (Secretary), Uche Duru (Parent Governor), Vanessa Duru, Nisa & John Onigbinde, Patricia Frimpomaa, Mariama Kah, Marta Belih, Mhiuldeen Akhmad, Merzouk Laoudi.

The meeting opened with introductions, and Lisa-Raine welcomed all parents, particularly those who had not attended before. The PTFA is keen to encourage as many parents as possible to become involved in the life of our school.

1. **Fundraising ideas:**
2. **Christmas fair:**

The school have offered Thursday 14th or Friday 15th December as possible dates: Thursday 14th December chosen by those present to be the better date.

To discuss in more detail at next meeting when a teacher may be present, meanwhile ideas for stalls sought (cakes, toys etc) plus multiple volunteers to be Santa/Santa’s helper in the school Christmas grotto during that day (Claire to provide Santa suit).

**Action point: Lisa-Raine to inform school of date chosen; PTFA to think of stall ideas and seek volunteers for Santa/Santa’s helper.**

1. **Film nights:** General feeling previous film nights, though good fundraisers, were difficult to manage in terms of numbers, finding sufficient volunteers and films that appealed to all age ranges. It was suggested individual year groups would be easier, showing films in the classroom. Friday nights suggested as best night.

**Action point: To sound out school classes regarding interest and teacher participation/classroom availability; once dates known, to find parent volunteers, preferably from parents of children from that year group.**

1. **Ideas for activities:**
2. **Health and Safety presentations:** A parent, Sally Buttery (not present) has a Health and Safety presentation suitable for classes (related to a particular day in November?)

**Action point: Lisa-Raine to speak to Asarena**

1. **International Evening**: Claire suggested another International Evening, which has been successful in the past (eg parents invited to bring in food from different nationalities/cultures to share). Possibly linked to International Day in school (where children attend in their national dress, or colours of their national flag).

**Action point: Claire to find out when International Day is being celebrated this year.**

1. **Any other business:**

Uche (parent governor) reported back from the governing body that the school’s SATS results had been very good, and above the national average, especially in reading. (Girls are doing particularly well; there is work to be done in improving boys’ results, particularly in writing.) The parents present were very pleased to learn of these good results. Lisa-Raine asked if they could be made more widely known to parents and perhaps the wider community (eg other schools have banners, etc).

**Action point: Uche to feed back to governing body a desire for greater communication (be it through the newsletter, WhatsApp group, etc).**

The school has applied for and been given funding for external reading support, so no parent volunteers are required for this at present.

Nisa asked if it might be possible for the school to run occasional evening workshops for particular groups of parents, eg a phonics workshop for parents of Reception age children and/or children with speech problems, to help equip parents to support their children’s learning. Other workshops suggested: SEN (Special Educational Needs); parents with ESOL (English as a second language – there may be existing workshops at Frampton Park Church parents could be directed to/made aware of?)

It was stressed that any parents with concerns or problems should feel able to raise these with their children’s class teacher; if any parent felt nervous about approaching or meeting with teachers then the PTFA would endeavour to help facilitate a meeting or accompany a parent to the same.

The parent governors are also useful links between parents and school, but it was generally felt that many parents don’t know who their parent governor is, particularly as the photos in the office area are out of date.

**Action point: To suggest the current office photos are updated, and to suggest the current governors’ photos are featured in the school newsletter, to help introduce them to the parent community.**

The meeting ended at 9:50am. Date of next meeting to be confirmed – an afterschool meeting is planned so that teachers may be able to join us more easily.