**MPSA Meeting Minutes– Friday 6 November 2020**

1. **Christmas related fundraising/activities:**

* **Christmas cards**
  + **Daniela** has worked with **Suzanne** to collate the orders and send them to IQ
  + **Suzanne** has passed on the monies to **Nicole**
  + Orders will be delivered to school and distributed to the children
* **Christmas raffle**
  + **Simon** has agreed that we can approach the school for hamper donations, as we did last year – **Helena** to send a list of items to **Simon** – **Bridget** can create hampers nearer time
  + We spoke about approaching local businesses – CW suggests standard letter. She will draft one. CW and KS have list of businesses. **Cathryn** will approach businessesto avoid duplicating approach**.** KS asserted we need to be sensitive. HR we can be flexible on this.
  + We agreed that this would be a good option for match funding – **Nicole** to approach Nathalie LeCroix
  + We agreed best not to print tickets to allow flexibility –Need to buy cloakroom tickets. £1 per strip. Send home £5 worth of strips. Parents to fill in details and return. **Bridget** to sort letter and buy cloakroom tickets for this raffle and advent calendar raffle. Letters to go out on 23rd and tickets sold from 30th Nov – Closing date 9th Dec Draw Mon 14th Dec
* **Advent calendar raffle**
  + **Bridget** spoke to **Stuart at Hal Whittaker Toys** and sourced 2 advent calendars (Lego City and Lego Friends) – bought by **Helena** – receipt will be sent to **Nicole**
  + Need to check whether the **Head boy and girl** can sell tickets round school for this – Need to ask **Simon.** **Bridget** to find letter and get out for next week. Explain ch select which calendar they want to enter raffle for. Cathryn to put pics on FB.Send letter out from week beg 9th Nov. Tickets on sale from 16th Nov. Draw on 25th Nov.
* **Gifts from Santa**
  + We need to check what stock we have from last year – **Bridget** to locate
  + We need to follow up with **Simon** to confirm how many books are needed for each age range – **Alix** has class info and has sent to **Helena**
  + Additional books will need to be wrapped before delivering – **Cathryn** to look at ordering books, we can source wrapping paper and co-ordinating wrapping effort nearer the time. Rachel to look into getting cany canes to stick to the gifts. ? Mr Simms. To be given out in last week of term.
* **Cake sale**
  + I think we need to put this on ‘possibles’ list for once lockdown is over. **Agreed**
* **Choir performance**
  + I think we need to put this on ‘possibles’ list for once lockdown is over. **Agreed.**
* **Guess the number of sweets in the jar**
  + **DECIDED TO LEAVE THIS FOR THIS YEAR**
* **Guess the name of the teddy**
  + This is something we do at fairs –**DECIDED TO LEAVE THIS FOR THIS YEAR**
* **Non-uniform day**
  + This seems like something that would be easy to achieve, at a convenient time for school – DECIDED **TO LEAVE THIS FOR THIS YEAR**
* **Design a Christmas jumper to win a Christmas jumper**
  + **Rachel** showed a designed a jumper using a template that could be sent home – entries used to decorate classrooms – member of staff to judge in school – **Rachel** to co-ordinate. £1 entry. When cut out design to be sent out. Letter out by 16th Nov Entries in from 23rd Nov to 2nd Dec. Winner announced on 9th Dec.
  + **Kelly** raised idea of making a contribution to NHS charities too. MPSA will look at this in new year as focus for now is OPAL.
  + Xmas Jumper Day Save the Children 11th dec
  + **Cathryn** to put out FB post with MPSA Christmas plans with when these activities will be scheduled
  + Class that sell the most tickets would get a movie night in the new year?
  + **Cathryn** to buy Christmas lollies from Aldi for the party.

1. **Other fundraising ideas:**

* **Tea towels**
  + **Alix** has been into school this afternoon to co-ordinate this. Looks brilliant! Progressing well. Tea towels should be ready for sale end of Nov. Discussion around whether we ask parents to order or should we buy a stock in to sell as and when. Alix will order in 200. They will be promoted as Xmas gifts. Cathryn suggested making payments via BACs. Parents to email MPSA to confirm they have paid and give Chs name and year as reference. To be investigated. Nicole to check with bank for future.

Design a bag competition **TO BE DISCUSSED IN FUTURE**

* + **Alix** has suggested that we could run a competition to create a design that could then be printed on a bag and sold to the school (using the same company who is providing the tea towels) – **When would be best to do this? Who to co‑ordinate?**

1. **Calendar of events: TO BE DISCUSSED IN FUTURE**

* **Individual class events**
  + We need to decide on a list of possibilities to present to each class and decide when the best time to hold these would be – **Is this best left to next half term to discuss?**
* **Comic relief**
  + This is on **19 March 2021** – so we can discuss the details next half term
  + Suggestion is a joke competition with the winners having the opportunity to throw wet sponges at/tip water on willing teachers – all joke entries could be collated into a joke book and sold to parents
* **Quiz for parents/grandparents/carers**
  + Quiz via Zoom (adults only), which would probably be a good idea for next half‑term also
* **Anything else to add?**

1. **Admin to be done:**

* **Supplies for OPAL**
  + **Bridget** has spoken to **Stuart** and has this in hand
* **Easyfunding**
  + **Helena** was supposed to do this – had second thoughts in terms of encouraging folk not to shop local at this time
* **Distribution list update**
  + **Bridget** is sorting out letters to send out via school e‑mail/book bags to get updated details for the distribution list – liaising with **Rachel** to agree GDPR wording
* **Email ‘training’ session**
  + **Helena** to go through the MPSA e-mail account with **Bridget, Kelly and Rachel** – When would be a good time to do this? TBC

**Any other business: Next meeting** Friday 8 January at 9pm