

Pens Meadow Home School Association
(Registered Charity – No. 507259)

Ridge Hill, Brierley Hill Road, Wordsley, DY8 5ST

Minutes of Meeting

1st March 2018

Present:

Clair Lester, Gill Wells, Linda Crockett, Sue Wale, Emma Keefe, Steph Jasper,
Cathy Jasper, Eve Oakley

Apologies: Marie Hunter, Kerry Nicolls, Kelly Clarke, Claire Robinson, Rachel
Coley

Minutes of last meeting

All confirmed to be dealt with as per agenda.

4. Constitution – Agreed

Change date to September/October

Trustees to be found and asked.

5. Treasurers report – SJ to provide as need to check tin in safe and put report
together.

6. Letter for donations HSA logo – Agreed.

Donations

Greggs – cakes - Summer Fayre

Subway – 2 platters

Jeff Hill – cordless Hoover

David Lloyd – bag

Goals – birthday party £100 – silent auction?

Entertainer - £15 Keep for raffle for Emily Night.

Eve to advise on night at the dogs.

WBA pendant – silent auction

Boing zone 2 x 1hour vouchers value. Keep for Emily night for Raffle

List to Linda on who sent/rejected. CL

7. Quarterly newsletter -

SJ/CL/LC will put together. Start 19th April after HSA Meeting.

To include XMAS/Valentines/Easter.

A4. One side HSA one side Family Outreach input.

To cover all past events and future events and what we've had donated.
3 newsletters per year, April, July, Oct/ November

Sally – send me template

Eve – to give us copies of other newsletters to crossover – for outreach.
Send out Mid April.

8. Disco – Positive comments from FB.
Could staff please advise their feelings?
Maybe same setup for Halloween?
Outreach will do a similar Easter parade event.

Confusion with post 16 as they didn't hold an event– Sue to sort a time from
Becky (post 16) so we can have a meeting.

9. Presentation afternoon – cancelled due to adverse weather. Linda to check
with post 16 and when hall is available for next date.
Presentation certificate agreed.

Future Events

Easter egg hunt - Linda organising, at Ridge Hill. 26th March.

Parents evening – Linda and Gill to host the tables.
Tombola, Name the bear, Raffle Hamper, Easter Gifts

Emily Night - Linda will talk again to Emily and try and sort a date and location.

Ideas:

Need a letter & poster to go out to advertise.

Produce tickets.

Raffle prizes

Snacks – crisps & nuts

Roll a pound

Silent Auction

Hagley golf – lessons and Dinner

WBA

Goals

Help us help others – Eve to contact them and check whether we could use them
and also to have a minimum / reserve.

Summer Fayre – 30th June. Arrange a separate meeting.

CL – Tombola on going

Face painting - Alice Lane

HSA – Teddy bears, DVD, Books.

Candles CJ

Jewellery - Jan

Indian Savories – Nicky - £50 cost. TBC

Lucky dip

Ice cream man – mr whippy – Donate a percentage

Greggs – 50 cakes/ biscuits

Subway – 2 platters

Community café – inhouse post 16

Bouncy castle – sally

Sue to arrange a meeting – Ian and Becky (around Mid April)

HSA

Family outreach

Marie & Jodie

Caretakers - Chris

Hold Meeting at post 16

End of Year disco

Celebratory assembly

School disco at ridge hill

Sally to advise.

Fun run 8th September

Need to encourage parents and staff to take part and donate

T shirts – CL/SJ to look at

Sponsor forms – CL has these.

Sign in staff room - CL

Dress up – Ebay – tutu. SJ to look at prices.

Curry night - CL & SJ meeting June or July to get a confirmed date.

Need auction/raffle prizes

Sometime in October.

Playscheme 2018 - Sue said looking at £500 to bridge gap.

Sue will be looking at prices charged to parents/per pupil – to circulate to parents. To cover staff costs.

Christmas Fayre 2018 - To carry over next meeting.

1st December

AOB

Fire Station – Nick will continue to provide a car wash event

Sue to ask for a summer date for car wash

Will also be invited to the summer fayre

Maybe July date?

Pop up banner – Sue to ask son for banner design advice.

Get some quotes.

Statement required to take to staff on what is required by school to support pupils that HSA can provide using their funds. We will debate on ideas. Fair and equitable. We very much hope staff will discuss and make requests for much

needed equipment on the referral form provided and perhaps meet if possible to discuss it

Need to advertise next date in home school diary. Use stickers

Next Meeting: 19th April 9.30