

# Moor First School

School Lane  
Biddulph Moor  
Stoke on Trent. ST8 7HR  
Headteacher: Mrs V Atherton  
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## **Moor First PTFA Meeting- 16<sup>th</sup> September 2024- 3.30pm (start time)**

Attendees- Alex Curgenvin-Lindley, Kylie Cottrell, Elle Brookes (Chair), Mrs Atherton (Head Teacher), Rachel Downing, Laura Cooper (Secretary).

Apologies- Claire Dodd, Craig Brookes, Mark Elliot.

### **Dates For Diaries**

- 8th October, 4pm-6pm, open evening, PTFA to support.
- 24<sup>th</sup> October, 5pm-6.30pm, Halloween disco.
- 2<sup>nd</sup> November, 6pm-9pm, BMVH Fireworks.
- 22<sup>nd</sup> November school non uniform to bring a bottle donation for bottle tombola.
- 6<sup>th</sup> December 3.30pm – 6pm Christmas Fayre.
- 19<sup>th</sup> December- Christmas Disco.

### **Actions to Complete with Allocation**

- Mrs Atherton to liaise with Elle about parents interested in helping with PTFA.
- Ellie, Rach, Mark to check if can support open evening 8<sup>th</sup> October 2024.
- Laura C to liaise with Laura D in office about resending PTFA newsletter to parents.
- Laura C to liaise with office about Halloween disco letter.
- Laura C to liaise with office about fireworks letters for stewards, set up help and lantern parade.
- Mark to create poster for Halloween Disco.
- Alex to help organise larger lanterns for parade this year.
- Elle and Craig to advertise for stalls for Christmas Fayre.
- Kylie and Claire to contact local businesses for raffle prizes for Christmas fayre.
- Mark to make poster for Christmas Fayre.
- Kylie to contact Jess about donations for school Christmas gift for school.
- Kylie to contact Jess about Christmas pony rides for Christmas Fayre.
- Alex to liaise with Mrs Crowcroft about excess sweets being sold at Friday film club.
- Ellie to organise next terms books to be ordered.

### **Meeting Minutes-**

- Mrs Atherton commenced meeting outlying thanks for all PTFA members' hard work over summer break, for charity registration, bank set up, raffle work with local pubs and all members' hard work clearing and helping Scott (Care Taker) clear, clean and update the school grounds- really appreciated.
- Parent Survey noted 34% of parents were interested in helping/joining PTFA, Mrs Atherton to liaise with Elle Brookes (chair) to approach parents who had expressed interest in helping.
- 8<sup>th</sup> October planned open evening, noted that PTFA having stand and supporting where possible would be great, excess uniform taken, pop banner up on table, Kylie and Alex confirmed can support, Rach, Mark and Ellie to check if can attend, if anyone else can support please let us know.
- Discussed resending PTFA letter- Mark could you send this over to Laura C so she can speak with office about resending?
- Halloween disco- DJ confirmed, Laura C to organise snacks for sale (along with any excess sweets) and Halloween glitter tattoos. Laura C, Ellie to support- Claire please confirm if you are also available? Fancy dress competition, Laura C to organise 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Prizes. Price £3 with snacks, drinks and glitter tattoos all being sold at £1 each again.

- Fireworks, Laura C helping support Village Hall with all admin work on behalf of school (already started), Laura C to speak to Laura D in office about letters regarding stewards, set up support, lantern parade attendees and feedback from meetings with Village Hall. Alex C to help organise lantern parade lanterns (PTFA to buy any supplies required for this).
- Christmas Fayre- school has organized grotto and Santa, PTFA to help source donation of Santa gifts. Other ideas for fayre, stalls, tombola (Craig can you help organise this again collecting donations?), school to do uniform day for bring a bottle. Kylie and Claire to contact local businesses for raffle prizes, Laura to do Christmas glitter tattoos, cake stall and chocolate fountain.
- Discussed selling excess sweets in stock on Friday film club, Alex C to liaise with Ms Crowcroft regarding doing this.
- Christmas Disco- in school time so teacher led, PTFA to supply drinks and snacks for sale, Laura to do Christmas glitter tattoos.
- Items ordered so far on PTFA budget-
  1. Strimmer, leaf blower and batteries for care taker.
  2. Books
  3. Changing table
  4. Tree Rug
- Items Still to order-
  1. Rainsuits for nursery children (Laura D in office still organizing these)
  2. Next terms books- Ms Atherton to send this to Elle
  3. Look at canopy for early years area (more expensive so long term)
  4. IPADS, 30 needed, again long term
- Discussed getting more parents involved with work needed around school, perhaps then being more specific with jobs required would get more parents involved, also possible weekend and evening work to fit around parent schedules- to be discussed and considered moving forwards.

Meeting ended 4.30pm, thank you to everyone who attended and offered help.

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