



The Barlow Parent, Adults and Staff Association

Thursday 7th December 2023, 7pm at Barlow Club

Meeting minutes – 10

Attendees:

Naomi Durham
Maria Dodds
Leanne Cooper

Minutes:

1. Actions from from last meeting to be carried forward:
Lollipop game to purchase for future events (CF **ND to action**)
Noticeboard (CF)
Recruitment Poster (CF)
Feedback from survey (CD not here so will CF)
Look over parentkind (CF)
Quiz (CF – **CD to action**)
2. New actions – Cupcakes are required for the 15th December to sell and raise funds (**MD to organise**). Won't be selling hot chocolates for final week of sales as sales have slowed down.
3. CHRISTMAS

Raffle tickets for the Xmas draw – It was confirmed these were being taken off sale on Parent pay as of Mon 11th December to give us time to hand out tickets to those who had bought them and also allow us time to fold the tickets etc. Tickets purchased would be sent home with the children on Tues / Wed. Tickets would still be sold at the nativity performances and those available to sell are

Wed – LC, MD, CD

Thurs – All (Last big push on ticket sales) Tickets drawn on the Friday morning in school by member of staff to keep everything transparent.

It was noted we needed to make sure water urns were available to collect from school on Wed & Thurs for refreshment sales at nativity (**LC & MD**)

Tea / Coffee / Biscuits / hot choc (**ND to organise getting it to committee members for Wed**)

Leanne needed to send out the picture of the raffle prizes so that we can upload to FB page and also send out as final promotion through school

MD & ND then brought up the topic of Chocolate santas which MD had seen. MD to organise buying 70 plus 3 non Christmas and 2 dairy free options too (**MD**) These would be handed out on the last day of term – text to go out in what's app group to see who is available to do this. ND would also check when Santa is visiting school so we can make sure he has presents there in time with labels on correctly so no child is missed (**ND**)

ND asked for a note to check whether she has sent the squares to Ellen and the squishmallow for Christmas 'Name the polar bear squishmallow'. 50p a square

4. QUIZ NIGHT

It was decided Burgers and hot dogs would be available to purchase as these were 'easy' to organise. The price was agreed at £5 per family team with a max of 6 people per team to make it fair.

Poster needed to advertise this (LC) LC suggested putting on the poster 'To register your team email barlowpasa@outlook.com' then hopefully we could gauge interest prior.

Prizes – MD said she would organise a meat hamper and possibly have an option of a children's prize depending on how many are there on the evening.

5. NEW YEAR FUNDRAISING

Valentines Disco – the date has been set and this will take place on Friday 9th Feb, 6:30 – 8pm. Tickets will be priced at £3.50 and include a hot dog and sweets.

Mothers Day – 10th March. The idea has been muted to hold a sale of various priced items where children can pick a present to give to their grown up. All committee members to look out for gift ideas and look at doing a stall in school w/c 4th March (ND, MD, LC, FH, CD)

Easter – Last year the egg rolling and easter bonnet seemed to be the most popular activities. This was to be looked at more in January meeting.

Finally, it was muted that we approach companies early January to try and capture budgets for donations etc. ND to approach council to donate Easter eggs for all the children in school again (ND)

6. A.O.B

First Aid course for years 3 onward (ND to put to school with prices, BPASA to fund and support)

The meeting concluded and the next meeting to be held on Thursday 4th January 2024 at Barlow Club, 7pm.