

## Meeting Minutes

**Date:** 19 September 2016, 7pm **Venue:** Staff Room, WHSG

**Chair:** Nadia Ahmed **Minutes:** Lisa Griffin

**Present:** Nadia Ahmed, Lisa Griffin, Rouan Brigly, Richard Booth, Pina Patel, Simone Barton, Andrew Temple, Jubee Matthews, Michelle Barnwell, Fatema Walji

**Apologies:** Eveline Reynolds, Maria Waters, Meeraj Parekh

<u>Item</u>	<u>Action</u>
<p>1. <b>WELCOME</b></p> <p>Nadia welcomed all those attending and gave apologies for those unable to attend.</p>	
<p>2. <b>UPCOMING EVENTS</b></p> <p><b><u>Meet 'n' Greet For New Year 7 Parents – Tuesday 4<sup>th</sup> October</u></b></p> <p>Successful when held for the first time last year, it will be organised in the same format, with the proposal that a representative member of the PFA could sit with her daughters' house group. Rouan offered to sit with Pankhurst. <b>More volunteers needed please.</b></p> <p>Year 7 parents will be asked to make cakes for the event via School Comms</p> <p><b><u>Comedy Night – Friday 14<sup>th</sup> October – proposed change to Quiz Night</u></b></p> <p>Due to the lack of success in securing a comedian/s, it was agreed that the event will be run as a <b>Quiz Night</b>, in the same format as before (pending availability of the Quiz Host). Nadia to discuss with Michael Rosen.</p> <p><b>Helpers will be needed please:</b> Rouan can help with the whole event, Jubee and Fatema offered to help with set up.</p> <p><b><u>Christmas Fayre – Cancelled due to non availability of the hall (27.9.16)</u></b></p> <p>UPDATE on 26.9.16 - In discussion with the school, it has been decided to cancel the Christmas Fayre as the hall is booked by an external hirer who has been displaced from the gym.</p> <p><b><u>November</u></b></p> <p>Posters (produced by the girls) to be displayed locally.</p> <p>It was agreed a banner advertising the fayre should be displayed outside the school – Nadia to organise this.</p> <p>Hampers to be collected and stored. <i>Parents will be approached via school comms to donate non-perishable goods for the hampers (one hamper per form was agreed – to be organised by the school and led by the Form Captains).</i></p>	<p>NA</p> <p>NA</p> <p>LG, NA</p>

RB

NA

**Year 7 & 8 Disco – Friday 9<sup>th</sup> December**

Richard to confirm that this date is ok.

Ticket sales: All tickets to be sold in schools with a list of names. No tickets to be sold on the door..

RB

**3. REVIEW OF SIXTH FORM BBQ**

Due to the success of this event, Nadia proposed we help fund (£250) and run this event each year. Positive feedback was received from the Sixth Form teachers and thanks given to those PFA members who could help.

**4. 100 CLUB**

The winner for August was no. 4, Mr Lundh.

The winner for September was no. 32, S J Pereira

**5. AOB**

Wish lists from departments requested from Richard.

PFA Gazebo Purchase – Rouan to liaise with school to use same suppliers

RBooth

RBrigly

**6. MERCHANDISE**

Nadia informed the new parents and Richard Booth about the merchandising run by Karen.

**7. ACCOUNTS**

No update available

**Date of next meeting: 11 October, 7pm, in the staffroom**