

Minutes: PTA meeting 13th January 2026



Attending: Annemarie Roberts (Chair), Mrs Hood, Sarah Pullen-Underhill (Deputy Chair), Susanna Fabry-Crowe (Design, events), Thanasis Chondrozoumakis (Treasurer), Nicola Stanton (Secretary; in part/minutes), Passent Horan (events), Katie Marchant, Billie Higson (in part). Apologies: Alexander Woods.

1. Actions from the last meeting

- a) Easy Fundraising – TC to pursue with NS
 - b) Safeguarding training – up to date. Outstanding volunteers to join next round.
- All other actions complete.

2. Chair's update

- a. **Fob access:** no more fobs can be issued by the school, but a set put aside for PTA whenever signing in.
- b. **PTA WhatsApp groups:** there are some who aren't participating but still on various groups – AR to 'spring clean' the groups and people to confirm if they still want to be active members.
- c. **Uniform shop:** lot of positive feedback from parents/carers; often lacking larger sizes but a successful sale last Friday. Committee happy to continue with Fridays for regular openings.
Action: NS to regularly communicate that the shop is open on Fridays; communicate that parents/carers can email pta@bishopchavasseschool.org.uk for uniform requests, and that we have a lot of immaculate summer dresses in stock.

3. Treasurer's update – report shared by TC (attached)

- a. Christmas Fair was successful, raising £3,227. Christmas grotto brought in a profit £1,540 – well done to SPU, PH and SFC.
- b. Uniform Sales in the autumn generated £501.10
- c. Fundraising is ahead of where we were this time last year.
- d. Deposit payment for the climbing walls made.
- e. **£868** available to spend with reserve of £1,000 not included.

4. Funding projects

- a. **Climbing walls:** decided to buy for both KS1 and KS2; they should arrive early February to be installed. BH expressed her gratitude to the PTA for making not just one but two climbing walls a reality. Action: all to provide ideas for grand opening!
- b. **Sensory panels:** £1,800 set aside – BH and LB considering most productive ideas and locations in the school to ensure spent wisely.
- c. **Minibus** - £2,000 set aside for the deposit: VL still working on a hire purchase scheme.
- d. **Outdoor classroom** for KS2 play area under consideration for this year. Action: BH to give initial ideas of what it might look like.
- e. **First aid for children** – school considering ideas which will be shared with the PTA.

5. Christmas lessons learned

- a. **Grotto** – few more volunteers needed during the morning/afternoon and more set-up assistance needed as it took nearly 5 hours for three people.
- b. **Fair** – as with 2024 it did get very busy; huge crowds at the start - could we create more space: perhaps hire a tent for outside. Mooted possibility of holding the 2026 Christmas fair on a Saturday afternoon but risk that not as many staff will be able to come. Summer Fair will be on a Saturday afternoon this year – useful benchmark to see how many staff are able to come.

6. 2026 events

- a. **Disco** on 6 February; around third of tickets sold so far. Action: publicise disco via WhatsApp groups and strict around cut-off of Weds 4th Feb. Volunteers – plenty of staff for the first session. SPU working on parent volunteers for later sessions.
- b. **26 for 26 event** – children to take part in raising £26 for 2026 by taking part in sponsored activities outside school (such as car washing, dog walking and/or 3 activities taking place at school. The events team will share plans shortly.
- c. **Silent Auction** – SPU has started behind-the-scenes work; likely to run from 27 April and close on 3 May.
- d. **Colour Run** date tbc – paint alone will cost over £500 for just the children: more expensive than envisaged. Move from March to a warmer month. Action: events team to discuss – we want to ensure any such event to be really excellent and successful: Colour Runs look hard to pull off.
- e. **Football event** – date needed so can book Jordan – Action: KM to ask Jordan how a tournament might work: teams, timings etc.

Action: event decisions to circulate by email in order not to need to wait for the next meeting.

Date of next meeting:

Thursday 5th March 2026 at 8pm.