

**PTA AGM Meeting**

**Friday 11th October 2019**

**Headteacher’s Report**

**The establishment of the PTA 2018-19:**

Miss Hackwood and Mrs. Nisbet met with parents on the Wednesday 14th November 2018. At this meeting, Miss Hackwood explained what a PTA was and how parents could become a member. All interested parents were asked to complete a questionnaire to establish why they would like to be part of the PTA and what they could bring to the group. All successful applicants were then invited to the first PTA meeting.

The first PTA meeting took place on Wednesday 6th February 2019. Roles and responsibilities were discussed and members were assigned. The roles were as followed:

Chair: Ms. Samirah Ali

Treasurer: Mrs. Sam Wood (supported by Jenny Johns)

Secretary: Mrs. Natalie Harrison

Since then the PTA have had 4 further meetings.

27.02.19

20.03.19

12.06.19

09.07.19

All meetings have a set agenda and minutes are provided. These set out any decisions made and any outstanding or future actions, which are dated and assigned to a member of the PTA.

The PTA have set up a bank account, Reddal Hill School PTA. There are 3 authorised signatories; 2 PTA members and the HT.

The PTA sent out a questionnaire at the end of the Mothers’ Day afternoon tea event> This was for parents to established the audience for activities, e.g. parents, children or families, preferred costings, refreshments to be included in costs or not, suggested activities, suggested resources purchased by PTA for school and contact details for potential membership.

All activities have the appropriate risk assessment and liability insurance. These are always shared with the HT and Site Manager.

A PTA email address has been set up for parents to contact the group if they have any queries, concerns or suggestions.

There is also a group email that supports effective communication.

The PTA produce their own letters and arrangements are made for the school to print off and disseminate to all pupils/parents.

Staff and pupils have been consulted on what raised funds can be spent on.

Miss Hackwood has set up a PTA page on the school website and displays all activities.

A picture of the PTA members was issued in the July 2019 Parents and Carers’ newsletter.

All PTA members now have an enhanced DBS.

**Events that the pupils have had during 2018-19:**

The PTA have arranged a number of activities during 2018-2019. These are as follows:

Mothers’ day afternoon tea. (March 2019)

Flip the Clown .performance (April 2019)

Chocolate Easter egg baskets. (April 2019)

Animal Man interactive performance (June 2019)

Razzamatazz performance (July 2019)

**Impact/effectiveness of the money spent in 2018-19:**

During 2018-19, the PTA have purchased:

Autograph books for the year 6 pupils as a leaving present. These enabled the pupils to obtain special messages from staff and peers that they could keep and refer to once they have left the school.

The PTA are in the process of purchasing wet play games for each class across the school to replenish current stock. The games will develop and support communication skills, taking turns/sharing, working as part of a team, maths and English skills.

On behalf of the staff and pupils of Reddal Hill, I would like to thank all of the PTA members for their continuous hard work, time and dedication.