

# Russell House Parents' Association

## Minutes of Committee meeting Thursday 25<sup>th</sup> January 2018

**Present:** Andy Collings (Chair), Lynden Howie (Treasurer), Judith Hurst (Secretary), Kristina Pappa, Matt Newman (joint Vice Chair), Kathryn James (F7), Denise Fry (F4,2), Nicola Putland (F5), Michelle Francis (F1), Rachel Kirby (RR), Kelly Barlow (Tr), Craig McCarthy (Headmaster), Simon Moseley.

**Apologies:** Emma Boyes (f3), Michelle Childs (F6), Rebecca Bennett (Tr) Anne-Marie Foley (f3).

### **Minutes from last meeting.**

Reviewed and approved. DF proposed and MN seconded.

### **Actions** taken since last meeting:

- Paddock Project due to be completed during February Half Term Break (wb Feb 12<sup>th</sup>). JH and Mrs Pereira will visit site to inspect completion of works Mon 19<sup>th</sup> Feb.
- 11 new Story sacks have been delivered to EYRS. Received with very many thanks from staff and excitement from children.
- Self-defence evening very well received and another will be planned just before summer holidays. (JH)

### **Treasurer's Report**

- Currently have funds of £19.5k with £15k allocated. We have a healthy residual float.
- Electronic banking will be possible soon for payments and receipts.
- Pantomime event (Dec 2017) made approx. £400 profit, and Christmas Card project £200. Thank you to Tricia Munday and Kizzy Doyle for leading on those events.

### **Discussion:**

- Lost Property. Please ensure ALL items of uniform are labelled to enable disassociated items to find their owner. Staff do a check of cloakrooms/changing areas, but unnamed items are placed in the lost property chest by the science lab. A reminder to all parents and carers that should you find items belonging to another child in your bags PLEASE contact the family concerned or JH if you do not have contact details. Please check regularly and certainly each weekend so we can limit the time taken to reunite any clothing with the owner.
- Second hand Uniform Store is now located in corridor by F4/5. The

termly big sales have proved difficult to fit into the timetable, so we will continue every Friday 3-4pm and open during other times by request. e.g. during moving up meetings.

- Mindfulness. Discussion of how best to support the mind fitness of the pupils within the context of RH School, centred around whether mindfulness should be incorporated with the clubs structure, the curriculum and/or the leavers programme. The principles of supporting young children appear to be well developed within the curriculum and ethos of the School already, so future discussion will be centred around possibly incorporating something into the F7 leavers programme. (CM, MF, LH).
- Mobile floodlights were suggested as a possible future PA spend to enable tennis etc., to continue outside. JH to investigate further.
- Practice-a-thon. A great idea to encourage children to practice their music and raise money! Further development of this idea to possibly occur in the next academic year as RH School has recently launched a similar initiative.
- Staff leaver gifts, KP to oversee collections.

## **Events**

- Dads night out proving very popular. SM to advise of next event.
- Avant Ski 2 Feb: tickets still available for a fun evening at Bucks Head to include hot buffet and 2 drinks.
- Children's Film Night Feb 9<sup>th</sup> will show 'Secret Life of Pets'. Tickets on sale in the next 2 weeks.
- Mother's Day stall 6<sup>th</sup> March. All planned.
- Easter Egg Hunt 14<sup>th</sup> March. All planned.
- Ball planning for May 19<sup>th</sup> 2018 on Hollywood Glamour theme at Salomons going well. Supporting the 'Holding On Letting Go' charity.
- Summer Fair 2018. EYRS have agreed to oversee the planning and organisation of this event. Date to be approved.
- Panto at Sevenoaks Stag agreed for Dec 2018.
- Self-defence for summer term.

## **Key Points**

### **Upcoming events/reports/projects**

- Avant Ski
- Film night
- Mother's Day stall
- Easter egg hunt
- Ball
- Summer fair
- Self-defence.
- Panto
- Future spend of funds ideas.

## **Actions**

Reps to:

- Keep parents up to date with PA communications
- Report to forms meeting discussions and feedback to JH comments.
- Send any HMQs to JH.
- Promote Avant Ski
- Promote Film night.
- Promote Ball and fundraising ideas.

- Promote Second Hand store Fridays 3-4 pm.
- PA spend ideas to JH.
- **Date of next meeting: TBC**