

## Meeting Minutes

**Date:** 11 October 2016, 7pm **Venue:** Staff Room, WHSG

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

**Present:** Nadia Ahmed, Lisa Griffin, Manjeet Lundh, Rouan Brigly, Hazel Middleton, Richard Booth, Miraaj Parekh, Michael Rosen, Cheryl Hudson

**Apologies:** Maria Waters

<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. The minutes of the previous meeting were unanimously approved.</p>	
<p>2. <b>UPCOMING EVENTS</b></p> <p><b><u>Quiz Night Friday 14 October – 7pm</u></b></p> <p>Gill and Tom can compare the event – they don't wish to be paid, as offered, but are happy to host in return for food, drink and a lift home!</p> <p>Fish 'n' chips – last year's supplier can only provide half; another shop opposite will provide the rest.</p> <p><b>Set up:</b> Rouan, Lisa and Miraaj from 4-6 (<b>more helpers needed - please contact Nadia</b>)</p> <ul style="list-style-type: none"> <li>• Cheryl to buy hay for wine wheelbarrow.</li> <li>• Lisa to buy and wrap box of soft drinks for runners-up prize.</li> <li>• Miraaj to buy cash boxes and balloons.</li> </ul> <p>Thanks to Nadia and Rouan for arranging stock and raffle tickets.</p> <p><b><u>Thursday 20 October – 5.30 to 7.30</u></b></p> <p>Local residents have been invited to look at the school plans for the new library building. The PFA have been asked to help with teas/coffees – <b>volunteers needed please!</b></p> <p><b><u>6<sup>th</sup> Form Open Evening - Thursday 10 November – 5.30 to 8.30</u></b></p> <p>Richard asked if the PFA would be able to help host the above – if you can help with part of, or the whole evening, please contact Nadia.</p> <p><b><u>Year 7 &amp; 8 Disco – Friday 9 December</u></b></p> <p><b>Ticket sales:</b> Wallington Boys &amp; Girls to be sold ahead, Wilsons to arrange themselves. <b><u>No tickets will be sold on the door on the night.</u></b> Lisa and Rouan have offered to sell the tickets; more volunteers will be needed please!</p>	<p>RB, LG, MP</p> <p>CH LG MP</p>
<p>3. <b>REVIEW OF PREVIOUS EVENT/S</b></p>	

## WALLINGTON HIGH SCHOOL FOR GIRLS - PFA

### Meet 'n' Greet For New Year 7 Parents – Tuesday 4<sup>th</sup> October

Went well however only 30 parents attended (less than last year). All houses have set up WhatsApp groups.

Combining the event with the school's Year 7 Information Evening (in the second week of September) was discussed. It is hoped this will improve attendance and give parents an informal opportunity at the end of the evening to meet tutors and other parents from their daughter's house; refreshments would be provided by the PFA.

#### 4. **100 CLUB**

The winner for October was no. 24, Mrs Mahdi-Rogen.

#### 5. **AOB**

**Wish Lists:** Richard has, to date, not received any wish lists from the departments. However, he proposed using £335 of the PFA funds to purchase Whisper Tool (or equivalent) software for the school website. Students will be able to use this tool to report any concerns they have e.g. bullying. They can submit their reports anonymously if they wish. The school will pay for the annual licence. All those present approved his request.

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

**Uniform Sale:** Manjeet has received requests from individuals however it was agreed this is too time-consuming to manage. It was proposed we hold a uniform sale on a particular day and comms all parents to notify them. Exact date TBA.

**Cloud Storage:** Miraaj and Nadia are in the process of looking into online management for the PFA accounts and additional storage of PFA letters, posters etc.

#### 6. **MERCHANDISE**

Nadia has suggested to Karen that we try to sell the merchandise at all future Year 7 & 8 events – Nadia will look at the calendar for upcoming opportunities.

NA

#### 7. **ACCOUNTS**

**Update from Miraaj:** Balance on 15/09/2016: **£5700** (£3192 of which has been raised during the 3 events held since March – the discos are the most profitable, generating around £1000 each time). £55 was raised at the Year 9 Parent's Evening.

**Date of next meeting: Tuesday 29 November, 7pm, in the staffroom**