



THE ECCLESBOURNE SCHOOL

PARENTS, STAFF & FRIENDS ASSOCIATION

Registered Charity No: 1047233

Chair: Jacqui Davis

Secretary: Carolyn Jenkinson

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INVESTOR IN PEOPLE

PSFA meeting 14th June 2023

1. Present: Jacqui Davis, Natalie Hickman, Kathryn Chapman, Sue Small, Helen Fox-White, Caroline Stalker, Lorraine Jenkins, Lisa Kamen, Sara Eate, Nicola O'Neil

Apologies: Jane Arnold, Jess Jackson, Emma McCrea, Carolyn Jenkinson

2. Previous minutes – approved

3. Matters Arising

3.1 Links with community DCA are also struggling for volunteers. JD will get in touch with them after Duffield Carnival.

3.2 Pop-banners JD not yet organised pop-up banners. We do have a design for them.

3.3 Prizegiving JD talked through the additional requests that have come from the school for Prize Day Sept 2023. Agreement that we would increase the cost to £7.00. Catering and programmes agreed to be paid for. There was a discussion on the flowers/decoration. Agreement to try and source cheaper decorations (compared to the £250 spent this year) and possibly artificial plants so they can be reused.

Volunteers for Prize Day 29/9/23:

KS3 – Jacqui could do this one. And maybe Jane Arnold as well. Or maybe Sally Siner.

KS4 – Caroline Stalker will do this one. And maybe Jane as well.

KS5 – Helen Fox-White could do this one. Jacqui will do this one.

3.4 PSFA promotion

3.4.1 CS – Could we use the Student Council to promote the PSFA with their parents?

PDO – Pointed out that one of the 4Cs is 'community' so we could link it to that.

3.4.2 CS – Volunteered to re-do the PSFA display in school. Discussion on how many parents would/not see it as it was previously situated by what is now Student only Reception.

3.4.3 HLG – volunteered to write the PSFA section for the Newsletter. We thought that this would be the best way of flagging up to parents the work of the PSFA. Agreement that photos where parents can see their children benefitting are the key to getting parents interested in joining the PSFA.

3.4.4 PDO – Can remind new parents about PSFA again in July (induction evening) and distribute flyer.

3.4.5 HLG – Will remember to ask JAM about whether there can be a PSFA Instagram page. **Update:** This was confirmed as being ok during meeting.

3.4.6 JD – PSFA Events Calendar. All dates for 2023-24 events will need to be agreed at the first meeting back in September. HLG to check calendar and bring dates to meeting. Assumed PSFA Calendar of events will be similar to previous years.

4. Past Events

4.1 Open Evening. Raffle didn't work. A better idea would have been a guess the number of sweets in the jar so Y5s and Y6s would be more likely to come over. A good location in the Refectory next to the extra-curricular activities.

CS – there isn't time to get through all of the displays so going to be difficult to draw in volunteers on that night. Flyers would be good to give out and for parents to read later. Not all 6th formers doing tours took the parents into the Refectory.

LJ – other 6th Formers did explain about the PSFA and did it really well.

JD – the main purpose was simply to raise awareness of the PSFA and it did achieve that.

5. Bids

NH – we have plenty of money at present in the bank, approx. £5,000.

One more bid has come through for two outdoor table tennis tables from Oliver Quail (Sport and Well Being). All happy with that one. Total £675.83 approved.

6. Future Events:

6.1 Comedy Night

Not particularly selling well. only 32 tickets sold so far. We need to sell 59 to break even. Discussion around whether event should be cancelled, but

agreed that we will keep going in the hope that we get more ticket sales. Agreed will be promoted via facebook on PSFA page and local village pages. Flat Cap will also push on their pages. Natalie will look into more online payment options and School will get set up on parent pay to make payments easier. Some customers had reported problems with bank transfers "Ecclesbourne PSFA" was not being recognised. Has to be Ecclesbourne School Parents, Students and Friends Association".

JD – Little Eaton Carnival is the next day so a lot of Quiz regulars will be involved in preparing for that. Where will we hold it with so few people?

PDO – Sixth Form Centre could work and would create a more intimate venue. JD to advise Site Team and check capacity/ availability of fridge and required equipment etc.

Decided that we will allow people to pay on the night if necessary to boost numbers, but we will not be advertising this in order to try and get advance sales.

Helpers are Jess, Carolyn*, Lorraine, Gail, Natalie, Lisa Sayers Lisa Kamen, Clare Robinson. TBC as won't need as many helping with fewer people there.

*unsure of availability

6.2 PSFA Non-Uniform Day

Will be cash rather than Parent Pay. PDO and HLG to organise the collection of the £1s. Y11 will be in SF induction day and will also be allowed to be non-uniform so they can contribute as well.

6.3 Nearly New Sale

All sorted. It is advertised on the induction materials.

CS happy to use the contactless machine/Sum Up.

6.4 Year 6 Induction Evening

This is all in hand. CS will deliver a short presentation using JD's notes from last year. JD to forward.

6.5 Whole School Production

Weds 12/7: Caroline, Helen F-W, Lisa Sayers, Penny Bamber. PDO happy to help with the raffle if needs be.

Thurs 13/7: Nicola, Lisa, Sally S, Catherine Craner, Penny?

Fri 14/7: Lorraine, Jess, Sue S, Emma. Helen F-W will be there so could help as well.

6.6 School Ball

Concerns about this given the lack of helpers we have at the moment.

Agreement that this should be paused until we know if we will have new members in September.

7. New fundraising ideas

7.1 Christmas Market

JAM would prefer it to happen on a week night because of the costs of opening the school at the weekend. Friday 24th November loosely agreed. CS will check with Meadows and William Gilbert to check it doesn't clash with theirs.

Update: WGS has scheduled their event for 24 November. Have agreed alternative date of November 2nd or 3rd.

7.2 Student Music Showcase

PDO informed us that Chris Knapp is happy with this in principle. PDO to continue discussion with him and look at the calendar.

7.3 Big PTA Walk

The DCA were keen on getting involved with this type of event. JD has passed the ParentKind info on this to PDO who will look into this further.

7.4 Fashion Show / Clothes Swap

Fashion Show is a no-go as too costly. Clothes Swap would be much easier to run and wouldn't cost anything to run, plus also requires very few helpers and could just be for 1-2 hours.

11th October pencilled in as a night to do this event.

8. AOB

8.1 Agreed to cancel July meeting as most of the regular attendees are away.

8.2 Agreed that the meetings would start at 7pm from September.

Date of next meeting: 13th September 2023.

AGM 4 October 2023.