



THE ECCLESBOURNE SCHOOL

PARENTS, STAFF & FRIENDS ASSOCIATION

Registered Charity No: 1047233

Chair: Jacqui Davis

Secretary: Vacant

Wirksworth Road, Duffield, Belper, DE56 4GS

Tel: (01332) 840645 Fax: (01332) 841871

info@ecclesbournepsfa.co.uk

www.ecclesbourne.derbyshire.sch.uk/psfa



INVESTOR IN PEOPLE

Minutes of PSFA meeting

Wednesday 6th March 2024

1. Present:

Jacqui Davis, Natalie Hickman, Sue Small, Lorraine Jenkins, Jane Arnold, Jess Jackson, Petra Owen-Moore

Apologies: Rachael Mosely, Caroline Stalker, Kate Dudgeon, Sarah Trowman, Lisa Kamen, Rich Payne, Nicola O'Neill, Rita Patel, Helen Fox-White, Vikki Small

2. Previous minutes - approved

3. Matters Arising

3.1 PSFA Noticeboard – CS. Jacqui has not heard from Caroline. Jacqui to contact Caroline for update

3.2 Sixth Former involvement with DCA - Jane A has messaged but has had no reply. Jane will check and report at next meeting.

3.3 DCA funding of table tennis tables – Oli Quail is keen. Vicky liaison but has heard nothing from DCA. We don't know if they are willing to do it. Vicky to chase. DCA annual fee of £10 agreed to be paid.

3.4 Third card reader - another bought.

3.5 WiFi password – Had been passed on but Natalie tried it and we weren't sure if it was secure for taking payments. Jane to ask Alan Hardy. *UPDATE: has been checked and is ok. Details need to be circulated to PSFA members so they know where to access it - JA*

3.6 Missing jugs – JD. Still don't know where the jugs are. JD to chase.

3.7 New volunteer sign up system. The idea appeared to be better as it makes it easier track volunteers; however, in practice is not as immediate and volunteers are not signing up – meaning JD is having to chase more than before. Previously we used to get volunteers at meetings which worked better in terms of allocating help to events. We will continue to trial it and review.

3.8 New raffle system at Parents Eve (of having duplicate sign in list and recording names there). It seems better, less fiddley, although not sure it is actually saving much (if any) time – especially when Parents Evenings are busy. Will continue to try and review. We awarded two prizes to those parents Evenings where the year group was



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split (Years 7-9), but only award one prize for Upper School. Agreed there will just be one prize of £50 per year group.

3.9 Sixth Former involvement with Nearly New Sales – Jane will check

3.10 Sixth former involvement with writing school articles for DCA newsletter - PDO to check with Zoe as follow up from Helen and Zoe communication.

4. Treasurer's Report & Review of Past Events

4.1 Treasurer's Report (see attached).

4.2 Easy Fundraising – received £255 this quarter and now have 151 supporters.

4.3 Year 9 Parents Eve – profit of £174.68. Second evening, we actually made a loss as very few parents bought a ticket.

4.4 Year 10 Parents Eve - £122.86 profit

4.5 Comedy Night – profit - £1253.96

4.6 Stars in Their Eyes - £440.58 profit

4.7 Christmas concert – profit - £595.00

5. Future events

5.1 Quiz and Chips 15 March – 16 tables. JD to send out list for volunteers and what needs to be done on the night.

5.2 Spring Concert 27 March – volunteers please sign up. So far – Jacqui, Lorraine, Natalie, Jane.

6. Bids

6.1 Head of House - £100 for bibs for use by students at Inter-house sports events AND £174 for coin counters for school charity events – approved



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6.2 Catering Trolley – Reception – agreed to pay 50%, as there is money available. Not paying full amount as questioning whether this will actually benefit students *per se*.

6.3 Food Tech bid - £271.96 – 4 x pasta machines for KS3 & 4 - approved

6.4 Board Games – £117 approved to purchase board games to start a new lunch time club requested by younger pupils - approved

6.5 Literacy Intervention - £125 reading materials and resources to assist students who need additional help with literacy skills - approved

6.6 Art Bid - £150 tools for use by GCSE and A Level students - approved

6.7 History Bid - £1320 for new A Level text books - approved

6.8 English Bid – £150 funding trip to London for high profile event - approved

6.9 Site team bid – £775 for new picnic tables to be used by all students - approved

6.10 Lunch time football – £74 – benefit all students - approved

6.11 Learning support – £383.86 Garden Planters for EL Area - approved

6.12 Drama – £340 for new Shakespeare texts (Years 12-13) and coach transport for Years 8-10 for Shakespeare trip - approved

6.13 Design Tech 3D printer – £535 will benefit KS3-KS5 - approved

6.14 MFL – £336 – Ambassador Badges, timer and translation packages – will benefit all languages students - approved

6.15 Textiles - £321.60 for 4 x mannequins PLUS £790 for 2 x tailors dummies – to benefit all GCSE and A Level Textiles students – approved

6.16 Geography - £559.80, texts books for all GCSE students PLUS £313.86 for field work equipment for Year 7 and Year 13 - approved

7. AOB

7.1 Duffield Community Association – VS did raise table tennis bid suggestion and to see if there is a bid form to download (as it was discussed at their meeting that's where it would be) but couldn't find it. She understands that we may have



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to provide accounts as part of the bids application including current bank balance.

7.2 Future of PSFA at Ecclesbourne – JD is struggling to get anyone new to

Sign up to PSFA and is worried that it may fold. Asked School (esp James) to look at reasons why it has a PSFA and whether it feels it is necessary; if so, School may need to do more to help get new recruits on board. Monies raised are not as much as we think, when staffing costs, heating and lighting costs at events are taken into account (which they are not). Is the purpose:

- To raise money?
- To include parents in the operations of the school?
- To give parents a voice?
- To provide extra resources for students that may not be otherwise available?
- All of the above?

PSFA Constitution states that its purpose is to “advance the education of pupils in the school” and to do this, PSFA may “develop more extended relationships with staff, parents and others associated with the school”; “engage in activities which support the school and advance the education of the students attending it”; and “provide and assist in the provision of such facilities or items for education at the School (not provided from statutory funds) as the Committee in conjunction with the Governing Body shall from time to time determine.”

Letter to parents about PSFA positions/vacancies will be drafted (JD) and sent out via parent pay – explaining situation - and put on PSFA web site. We are going to struggle to have a PSFA if volunteers don't come forward and take up key positions – especially Chair and secretary. JD said she would help anyone taking over as new chair for next year. Vicky has volunteered to do the publicity. If only a small PSFA Committee next year – it may need to cut back on events; Meadows School is doing this and recently ran a laser light show spectacular for which it sold over 1000 tickets. Parents' Evenings are particularly tricky to staff as the timings mean a lot of parents are still at work and unable to help – although since we changed the prize to £50 per year group, they are generating a significant amount (over £1600 this year). Maybe we could look at more Sixth Former involvement in running these?

Going forward it may only be possible to run the bigger events (Quiz, Comedy Nights) if we have few volunteers – but event they might be tricky as with a small committee would inevitably fall on the shoulders of the same people. This may not



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generate much (if any) money for bids but would cover prize day – should that be the remit of PSFA? Or would supporting bids (ref point 3.9.4 above) be more in keeping with the purpose of the PSFA? Will review after letter, Open Evenings, year 6 Parents Evening.

7.3 AGM dates – PDO to inform once JAM has returned.

7.4 PSFA Non Uniform Day - PDO to check date for wear your own clothes day – June 28th?

8. Date of Next Meeting – Weds 24 April, 7.00pm