

MINUTES of the meeting of the PTFA Association of Springwood High School held on 15th October 2018 at 6.30pm.

PRESENT (those who signed in):	<u>Parents</u> Angie Kirkman – Chair person Hayley Webb- Vice Chair Sam Cullen - Treasurer Jenine Samways – Secretary	<u>Parents</u> Susana Pereira Karen King David Close Hayley Ireland	<u>Teachers</u> Nick Wills Andy Johnson
APOLOGIES:	Julie Woodhouse, Justine Cullum, Peter Strudwick		

MEETING HELD IN 03	ACTION
1. Minutes of the Last Meeting on 18 th July 2018 were discussed and agreed they were correct	All
2. Treasures report Due to the delayed handover to the new treasurer figures were not available at the meeting.	ALL
3. <ul style="list-style-type: none"> Data protection and GDPR Due to the Data Protection and GDPR regulations coming into practice in May 2018 the committee has to abide by the regulations and requests that all active members of the committee review the data request form (school staff are exempt due to a school email system) 	ALL
3a. <ul style="list-style-type: none"> DBS Checks It was discussed that DBS checks are not required for active members of the committee as members are not normally left alone with the children there is always a member of staff. If there are any concerns or issues it is reported to the member of staff on duty or responsible for the event. 	ALL
3b. <ul style="list-style-type: none"> Project and Wish Lists The committee will review and follow up any previous requests and the committee do not know if the cameras have been purchased from the previous meetings 	Jen

<p>4.</p> <ul style="list-style-type: none"> • Concert Dates: Autumn Concert at St Nicks 27th November School Christmas Concert at St Nicks 11th December VOLUNTEERS NEEDED PLEASE • Disco Feedback Was well attended children seem to have a great time. The figures and total ticket sales to be counted and reported at the next meeting. It was discussed about using discos as reward incentives as the behavior of the children during the week build up there was a great improvement. • PTFA Insurance – Auto Annual Renewal to confirm • FUTURE EVENTS – Primary Remembrance Concert, School Concerts • Parents Purple Directory – Re-presented to the committee Jenine to discuss with Andy the best way possible to promote this service 	<p>ALL</p> <p>ALL</p> <p>Jen/ Georgie</p> <p>Jen/ Andy</p>
<p>7. Date of Next Meeting</p> <p>14th January 2019, 1800hrs. Jenine to book the usual meeting room O11</p> <p>Please email any agenda items to: ptfa@springwoodhighschool.co.uk</p> <p>There being no further business, the meeting closed at 1900 hrs .</p>	<p>All/Jen</p>
