

PTFA 21/11/16

Present: Ailey Simon Tamsin Mel Tandi Nicola Helen +1

Apologies: Claire Rachel

### Agenda

#### 1 matters arising

- Santa letter found
- Decorations not yet found
- Raffle tickets ordered
- Books for santa have been bought

#### 2 Christmas shop

- Need more men's gifts in particular(60) Gifts were discussed. Need to source more shower gel/puffs, chocolate oranges etc
- **Action:** Teabags and biscuits (Mel); tea lights men's pens chocolate santas wrapping paper (Tamsin); socks (Ailey)

#### 3 Xmas fayre

- **£50 per class agreed to fund the gifts**
- Posters are being made (Robin). It was agreed to call event *Christmas Express* on publicity
- Cabin agreed as venue
- £1 to write a letter (chocolate/candy canes after letter)
- Bags needed for reindeer food **Action** Ailey. 50p agreed as charge. Outside if conditions permit.
- Guess the weight of the cake and malteasers jar (Gail). Cake needs to be sourced.(Mel?)
- Glitter tattoos (Rachel)(50p)
- Bottle tombola, raffle, sweet lucky dip(20p bag of sweets), photo puzzle for photography gift voucher.
- Agreed not to have Entrance fee
- **Friday 8:45 for next sort out of gifts. Cabin.**

#### 4 Xmas party

- No time to discuss

#### 5 Next mtg TBA

#### 6 AOB