

## **PSA Minutes – 20th Jan 2025**

So far the PSA have run many successful events including Santa's grotto, Discos, and the highlight of the year - The Summer Fayre!

The following upcoming fundraising events were discussed:

Valentine's Day event

Bag2school

Spring disco

Mother and others day

Summer Fayre

For all these exciting events to go ahead – MORE PARENT VOLUNTEERS NEEDED, PLEASE!

Members to drum up support on class groups.

Asha and Michelle will set up a gazebo after school on **Tuesday 4<sup>th</sup> Feb**, to recruit reception parents.

### **Clothes Collection**

The next clothes collection is with a new company 'The Little Recyclers' on Wednesday 5<sup>th</sup> March. As this is new company, we are not entirely sure when collection will take place. The donated bags must be covered if the weather looks wet and the top gate closed at 9am and the key returned to school.

### **Valentine's Day event - Friday 14<sup>th</sup> Feb 2025**

(Event lead - Holliee)

Kerry Moat (KM) to design flyer for the **"Buy a treat for someone sweet"** cake bake sale.

Napkins and wooden spoons need to be bought by members.

Parents to donate cakes to sell.

Volunteers needed in the morning to collect cake donations and in afternoon to sell.

A gazebo needs to be set up prior to the sale. Prices will vary depending on the size of the cakes.

Cash or card although cash is preferred.

### **Spring Disco - Friday 14<sup>th</sup> March 2025**

Diddy discos already booked by Laura Love (LL)

Format will be the same as last year. Reception disco during school hours then the 3 discos after school for KS1 and KS2. It was suggested that KS1 students would be able to change 15mins before the end of the day.

Year 1 and 2 – 15:45 – 16:45

Year 3 and 4 – 16:55 – 17:55

Year 5 and 6 – 18:05 – 19:05

Taking into account adult/ child ratio, a minimum of 10 volunteers is required per disco. PSA to start signing up parent volunteers.

It was agreed that only water and squash will be served and maybe mini Easter eggs for all participants.

A recount of all gift stock will be done nearer the time to determine what is still yet to buy.

**Mother and others day - Friday 28<sup>th</sup> March 2025**

LL will share ideas for this event at the next meeting. Volunteers needed to prep sale items before the day and distribute to classes.

**Summer Fayre - Saturday 21<sup>st</sup> June 2025, 12-3pm.**

It was agreed that the following were to be rebooked LL:

**Radio St. Helier**

**Burger Van** – they offer a vegetarian and meat option. Members to look into vegan options before the next meeting. Maybe an asian option of falafel/noodles/South Indian.

**Julian Ice Cream Van** – vegan option offered.

**Inflatables**

Holliee to enquire about candy floss and popcorn machine as a first option. If not successful then KM to approach candy floss company from last year.

Parents with existing businesses with insurance policies are able to set up stalls for a small fee.

Flyer for event has already been designed by LL.

Companies will be asked to offer a cash donation in return for a mention on our social media handles, event programme and website. A bronze/silver/gold tier system was suggested based on donations, LL to send mock up soon.

**Chairs to action the following:**

Create letter to give to businesses when asking for raffles prizes stating that Devonshire Primary is a registered charity.

Distribute list for entering names of businesses already approached for raffles prizes to avoid duplication.

**Next PSA meeting – Monday 3<sup>rd</sup> March 2025 at 3:30pm**