

## CPTT Meeting Notes: Wednesday 17<sup>th</sup> October

Agenda	Comments / Actions												
<ul style="list-style-type: none"> <li>Welcome new CPTT reps</li> </ul>	<p>Welcome to Claire Rowe who has volunteered to be Reception Squirrel class rep</p>												
<ul style="list-style-type: none"> <li>Finding new parent reps</li> </ul>	<p>Missing parent reps in Infants almost filled.            We're still missing parent and child reps from Juniors (4RC, 5GM, 6JE).  <b>Infants: Emma W to follow up</b>  <b>Juniors: Sarah will come into classes to talk to children about being reps and Dave will ask children to write home to parents about it.</b></p>												
<ul style="list-style-type: none"> <li>Review of funds raised 2018-19</li> </ul>	<p>Funds raised this year:            Fireworks £2825            Theatre Alibi £129            Pop Up Café £336</p>												
<ul style="list-style-type: none"> <li>Spending commitments for 2018-19               <ul style="list-style-type: none"> <li>Enrichment</li> <li>Juniors – bus development/slide</li> <li>Infants – classroom IT development</li> </ul> </li> </ul>	<p>Infants &amp; Juniors spending £2400 in each school to support enrichment activities for all year groups. Extra funds may be as much as £1500-2000 per school dependent on success of future events. Juniors have also applied for grant monies for bus development and slide. CPTT will donate balance of funds and Juniors will apply to projects as appropriate depending on success of grants. Infants will use balance to go into a capital account ring-fenced for classroom IT development.</p> <p><b>Juniors: Year 6 still unspent but have plans to do a ClipnClimb trip after SATs; Year 3 will spend part on trip to Carleon and other resources for topics; Year 4 &amp; 5 have small balance of funds available</b></p> <p><b>Juniors &amp; Infants will be using a CPTT funded stamp logo to draw attention to activities funded by the CPTT in the school newsletters.</b></p>												
<ul style="list-style-type: none"> <li>Spring &amp; Summer Schedule of Events               <table border="1" data-bbox="203 1018 853 1414" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Thursday 28<sup>th</sup> March</td> <td style="padding: 2px;">Pop Up Café – Junior School</td> </tr> <tr> <td style="padding: 2px;">Friday 26<sup>th</sup> April</td> <td style="padding: 2px;">2<sup>nd</sup> hand uniform sale</td> </tr> <tr> <td style="padding: 2px;">Saturday 18<sup>th</sup> May</td> <td style="padding: 2px;">Open Air Cinema</td> </tr> <tr> <td style="padding: 2px;">TBC June?</td> <td style="padding: 2px;">Pop Up Café – Infant School</td> </tr> <tr> <td style="padding: 2px;">Saturday 6<sup>th</sup> July</td> <td style="padding: 2px;">RSPB Big Wild Sleep Out</td> </tr> <tr> <td style="padding: 2px;">Friday 12<sup>th</sup> July</td> <td style="padding: 2px;">Colour Run &amp; Summer Fair</td> </tr> </table> </li> </ul>	Thursday 28 <sup>th</sup> March	Pop Up Café – Junior School	Friday 26 <sup>th</sup> April	2 <sup>nd</sup> hand uniform sale	Saturday 18 <sup>th</sup> May	Open Air Cinema	TBC June?	Pop Up Café – Infant School	Saturday 6 <sup>th</sup> July	RSPB Big Wild Sleep Out	Friday 12 <sup>th</sup> July	Colour Run & Summer Fair	<p>Junior and Infants also organising cinema events after school at the end of this term – will coordinate to have on the same day.</p> <p>Infants organising a sponsored bounce on Friday 29<sup>th</sup> March. These funds will go towards classroom IT development.</p> <p><b>Marie will continue to advertise school events on Facebook page.</b></p>
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<ul style="list-style-type: none"> <li>Open Air Cinema event planning</li> </ul>	<p>Event Name: Heavitree Community Film Festival            Date: Saturday 18<sup>th</sup> May 2019</p>												

	<p>Venue: Ladysmith Junior School Field  Start time: 12.30pm</p> <p>This year we have hired an LED Screen which will enable us to play a film during the day as well as an evening film. The film choices are as follows; Mary Poppins Returns (start 2pm) &amp; Grease (start 6.30pm).</p> <p>Now that we have an online ticketing platform we are going to promote the event as a community event, hence the name, tickets will go on sale on 1st April and will be available to a wider audience so please share the Facebook posts and promote as a community event. You will be able to buy Adult tickets for £5.00 &amp; child tickets for £3.50 – there is also an opportunity to buy a day pass which will enable access to both films – Adults £7.50 &amp; Children £5.00.</p> <p>The CPTT will be running a bar and a sweet stall. <b>Volunteers needed.</b></p> <p><b>Vanessa</b> has volunteered to run a hot dog stall.</p> <p>All other stalls at the event will be external stall holders – food and bounce.</p> <p><b>We will also need volunteers on the gate to do wristband exchanges. If you are able to help on the gate on the day of the event please let us know.</b></p> <p><b>Marie</b> is planning banners and has already got as a facebook event. Looking for SouthGate sponsorship.</p> <p><b>Vanessa</b> could also approach her business for sponsorship if CPTT state what they would want.</p> <p><b>Kate</b> can help promote event through Parklife.</p> <p><b>Sarah John</b> can help promote event at Stoke Hill School</p> <p><b>Vanessa</b> can help promote event at St Michaels School</p> <p><b>Jessie &amp; Emma Brown</b> can help promote event through the schools networks and suggest that <b>Mrs Joomun</b> could help promote at Pinhoe School</p>
<ul style="list-style-type: none"> <li>• Pop Up Cafes</li> </ul>	<p>Last Pop Up Café was hugely successful fundraiser. Equally it was hugely stressful finding volunteers to commit to helping in the lead up. Huge thanks to Chris and all the Infant teachers, TAs and parents helpers who responded to last minute requests for help on the day.</p> <p><b>Next Café will be at Juniors Thursday 28<sup>th</sup> March Years 3 and 6 to bake.</b></p> <p><b>Final Café will be at Infants in the summer term.</b></p>
<ul style="list-style-type: none"> <li>• Finding volunteers for events</li> </ul>	<p>How can we find volunteers for events and avoid last minute stresses?</p>

	<p>Businesses often encourage staff to put time towards volunteering. Environmental causes are particularly popular. Infant &amp; Juniors - possibility of inviting parents to consider if their workplace would allow this – newsletter box.</p> <p><b>Emma W</b> to register CPTT of Exeter University volunteer site for volunteers for cafes – as this has worked well in the past.</p> <p>If children reps got more involved this might help encourage parents. <b>Infants and Juniors – Dave &amp; Karen</b> - will look into CPTT children reps joining the School Council meetings at least once a term. Suggestion that this could be organised across Federation with joint assembly.</p>
<ul style="list-style-type: none"> <li>• Other fundraising events &amp; ideas?</li> </ul>	<p>Could look into match funding for specific events.</p> <p><b>Clare Rowe</b> could help find Exeter contact for HSBC.</p> <p>Pop Up Café scale of fundraising (i.e. £100s) may be a more realistic match funder ask than larger events.</p>
<ul style="list-style-type: none"> <li>• GROW project</li> </ul>	<p>Catherine Davis introduced the Junior School’s GROW project and how they have been working with the help of parent volunteers (during the week and on weekends) to develop the outdoor areas at Juniors. They have also received substantial funds from a grant from the Hele’s Trust, as well as £2000 support from CPTT, parent donations and lots of freebies that Catherine has sourced from different building companies.</p> <p>The project is transforming the Junior’s outdoor area and has made a big impact on the area leading into the school from Pretoria Road.</p> <p>Further monies are being sought from different grants that a group of 3 mums (including Catherine) have been writing.</p> <p><b>Emma W, Vanessa and Vic</b> are all willing to have a go writing grants to help with developing the Infant Forest School Area. Dayna from GROW has offered to point us in the right direction. Vic has since contacted <b>Charlotte</b> (Rabbit’s rep) who has relevant experiences and has agreed to help out too. Emma to email group, including staff at Infants to coordinate.</p>