



The Crypt School Parent Teacher Association

Parents, Teachers and Friends

cspta@cryptschool.org

Minutes of Committee Meeting 27th January, 2026

Venue: Sports Classroom 1, The Crypt School

1.	Present Mike Byfield (MB - Chair) Sharon Byfield (SB - Secretary) Kirsty Boness Paul Bentley	Tracy Scott (TS – 200 Club) Steve Scott (SS - Treasurer) Hazel Walsley (PA to Head of School) Liz Bastock (LB) Sarah Veal (Development Manager)	
2.	Apologies Indu Arza Nick Dyer	Cheryl Fieldhouse Rebecca Scanlon-Brown (RSB – Refreshments)	
3.	Treasurer's Report Summary @ 31/12/2025 Current Balance of PTA account is £10838 (decreased £1903 since last month) Current Balance of Uniform account is £29871 (increased £41 since last month) Bids paid this month - Library Books - £1146.75 SEN Garden - £1418.24 Main Outgoings Expenses for Xmas Fair and Oliver - £935.98 Main Income Takings and float return from Xmas fair and Oliver - £1514.52 SS is also sorting outstanding iZettle payments from school accounts		SS

4.	Bids Football – Ms Gooch Due to the growth of girls’ football, the recent introduction of boys’ football in year 7, and an overall increase in participation across the school, the PE department is now in need of new footballs in order to be able to meet demands and support all teams across all school years. Many of the footballs currently in use are worn, damaged, or no longer meet the required standards for effective training and match preparation. As a result, sessions are sometimes limited by the availability and condition of footballs, reducing overall quality of said practice sessions. Adequate access to quality footballs is essential for effective training, skill development, and safe play; all of which will contribute to the success of our teams throughout the season. Furthermore, having these new balls available will reduce time wasted trying to find usable kit, then allowing members of staff to run structured drills efficiently. The cost is £148.35 for a total of 20 Mitre branded footballs (Size 4 bag of 10: £73.40, Size 5 bag of 10: £74.95). Ms Gooch has compared different prices of quality football brands. Mitre is a provider we currently use and has proven to be durable and of good quality whilst also being of an affordable price when compared to others. How will they help? ● Build pride, identity, and inclusivity ● Provide equal access for all students, regardless of background ● Raise the profile of school sport by allowing high-standard training Who benefits? ● Boys’ and girls’ football teams across the school Impact: ● Increased participation and equality in sport ● Boosts confidence, teamwork, and school reputation Ms Gooch would like to have the footballs available in January at the start of the football season. Outcome: Approved Music – Mr Whittaker ● GDP 200 Digital grand piano @ £1299.99 ● SDP-2 Stage piano @ £229.99 ● New headphones: £10.50 x 32@ Total: £336 ● Spare USB C adaptors (for headphones) £4.99 x 32: Total: £159.68 ● Drum kit: Ludwig Accent fuse = £443	MB
----	--	----

- 3.5mm to 6.35mm adaptors @ £6.99 x 10 = £69.90
- Behringer interfaces @ £27.90 x 4 = £111.16

Mr Whittaker would be extremely grateful if the CSPTA were able to fund this request, total cost £2649.72

Mr Whittaker has compared the prices with three different companies to ensure that we have the best prices possible.

The software and equipment will benefit every class at KS3, plus GCSE and A Level groups from installation onwards. The music dept is struggling to maintain our existing digital pianos, which are old and tired. This impacts choral rehearsals and the ability for students to practice – it is becoming a problem. We also have so many students practising the drums but not enough equipment! Mr Whittaker would like the funds as soon as possible, to go ahead with purchasing and installing the equipment ready for Term 4 2026.

The committee discussed the bid with a view to ensuring that money that parents have contributed is spent wisely and will benefit a large group of students. The overall outcome is that the committee are minded to approve the bid, but would like to raise some questions.

Post-Meeting Note: The following questions were raised and answered by Mr Whittaker:

Please could you explain why two new pianos are needed – what will they be used for?

One piano is for the main music room. The other one, a stage piano, will be used for when we perform in the community and beyond. For example, we have borrowed a stage piano from Cheltenham College to use for our tour to Belgium. In future, we will be able to use our own

• **If pianos are reaching the end of their life, are there likely to be further bids coming to replace pianos?**

We should be able to manage with our existing pianos for the next 3-5 years. We do not have an acoustic piano in the main music room (just aging electric pianos which are very well used with electrical issues). An acoustic piano will be a huge upgrade.

• **15 New headphones were provided in June. Is there a challenge with maintaining equipment?**

There is no challenge with maintaining equipment - we simply need some better headphones for our music technology work in the main music room (the ones we purchased on recommendation, unfortunately are not loud enough. However, we can use those headphones for our lessons in Room 16, so they will not be wasted).

The bid was subsequently approved by the committee.

5. School Report

SV/
HW

Sarah Veal, Development Manager for the school joined the meeting to explain her role and how our activities align. Her priority is to raise £6 million to develop a performing arts centre, and she is also working on a local employer engagement programme for corporate level funding and to provide a work experience programme, also to work with alumni in terms of giving back. We have had a major pledge from an alumnus of £250K. Sarah will be launching the fundraising formally in end March/early April.

The school has had 750 applicants for 6th form admissions. Regarding the upcoming school open days, Hazel is really positive about having 2 separate days for open days rather than trying to run 2 sessions in 1 day – it is expected to run much more smoothly.

Action: SB will ask Becky re 18 and 19 March 2 open days instead of one

Caterlink have had their first few weeks in school, Lucy (Canteen Manager) has worked hard on the transition. Caterlink also provide catering for school events.

Sue Wales is stepping down from admissions, Hazel is taking over. A new Exams Assistant has joined the team. There are vacancies for a TA, a temporary maths teacher role and 2 assistant Head Teacher roles.

Asthma awareness training has taken place this week.

Uniform – there is new legislation coming in which only allows a smaller number of mandatory branded item – for Crypt these will be the blazer, PE top, and sports half zip top/hoodie. If a skirt is chosen it should be a branded Crypt school skirt but everyone can wear unbranded trousers. There will be optional branded joggers.

100 Scarves were previously purchased - they are available to students when they get merits. Hazel will check if they can be sold to raise funds – it will depend on what the students think. We also have Crypt School umbrellas. Hazel will discuss with Lesley regarding having some to sell.

Action: Hazel will look into the PTA selling scarves and umbrellas.

The date of Founders Day will change – the school is currently in negotiations with the Cathedral. Hopefully will be towards the end of June

Would like to have a list of events that Sarah is doing. Hoping to do a business breakfast, very keen to engage with local businesses and build a work experience programme. There may be a small amount of overlap with what the PTA does. Sarah

	would be very happy to have feedback from the PTA about her plans and there is a potential for the PTA to be involved in the 10th June Cricket Match. Sarah will send us a list of her planned activities and we will send her a list of ours. All want the same thing – fundraising for the school. Post-Meeting Note: Sarah’s list of events: • Business Breakfast for employers – date TBC • The Old Cryptians Annual AGM and Dinner – 21 March • The Crypt First XI vs the MCC Cricket Match – 10 June – plan to work with canteen to provide teas and lunches • New Year 7 morning/evening – Sarah will speak at this event	
6.	Future Activities/Events/Fundraising & Marketing 27 Feb Quiz night Tickets are now available on Parentpay – and there is the choice to buy tickets with or without pizza. Need to update the system to give a choice of which type of pizza. 5 Tickets sold so far. Need to put it in our parent group Whatsapp Put a note out in the group for people to advertise locally not just within the school. Site staff will be available on the day to give some guidance on taking down the exam tables from 3.45pm Volunteers – Indu, Cheryl, Paula, Mike just for set up, Gayathri and Maryna. Tracy and Steve are running it Actions: Please can all committee members put it in their tutor group Whatsapp groups and promote in any local Facebook groups Hazel will post in the Head’s letter and on social media every week Debbie will print some adverts off and display in the library Hazel will advertise it to staff and on the alumni website SB and MB will create the prize and if needed source raffle tickets Other Events • 18 and 19 March Open Mornings – PTA to confirm that we can support both days • 21 March evening is the Old Cryptian’s Event – Hazel has always done the bar in the past but is unable to attend this year. The Old Cryptians buy the alcohol and do the price list. We usually need 4 people to run the event. The Old Cryptians have confirmed they will make a donation to the PTA in return for us running the bar. • 25 March Spring Concert • 18 June New Y7 Pastoral Evening • 24 June Open Morning	MB/ SB

	1 July Y7 and 8 Showcase Concert 4 July Cabaret Evening – we should be able to support this but need to discuss with the wider team Action: Mike will liaise with Becky and put dates out to volunteers																						
7.	School Clothing Sales There have been steady sales and steady donations. The Music department would like to store instruments in the PTA cupboard in the Pavilion. It was suggested that site staff could reconfigure the space to work better for everyone. Student access would have to be under the supervision of a staff member and students have the responsibility to put things away after use. Action: Hazel will reach out to Miss Leask																						
8.	200 Club We have new posters and will start promoting the 200 Club again at our next events. <table border="1"> <tr> <th colspan="3">December 2025 – Winners Congratulations! – look out for a cheque in the post.</th></tr> <tr> <td>1st</td><td>Mrs A Ashley</td><td>£50</td></tr> <tr> <td>2nd</td><td>Dr A Whapples</td><td>£40</td></tr> <tr> <td>3rd</td><td>Mr & Mrs Dundas</td><td>£30</td></tr> <tr> <td>4th</td><td>Mrs Vye</td><td>£15</td></tr> <tr> <td>5th</td><td>Mr T Austin</td><td>£10</td></tr> <tr> <td>6th</td><td>Dr B Taylor & Mr S Peacock</td><td>£10</td></tr> </table>	December 2025 – Winners Congratulations! – look out for a cheque in the post.			1 st	Mrs A Ashley	£50	2 nd	Dr A Whapples	£40	3 rd	Mr & Mrs Dundas	£30	4 th	Mrs Vye	£15	5 th	Mr T Austin	£10	6 th	Dr B Taylor & Mr S Peacock	£10	TS
December 2025 – Winners Congratulations! – look out for a cheque in the post.																							
1 st	Mrs A Ashley	£50																					
2 nd	Dr A Whapples	£40																					
3 rd	Mr & Mrs Dundas	£30																					
4 th	Mrs Vye	£15																					
5 th	Mr T Austin	£10																					
6 th	Dr B Taylor & Mr S Peacock	£10																					
9.	AOB Dates of next meetings Tue 24th February Mon 23rd March Tue 28th April - AGM Mon 18th May Tue 30th June	SB																					

	AGM meeting will take place in April, and has to be advertised in advance. Action: SB will advertise the AGM	
10.	Action Summary • SB will ask Becky re 18 and 19 March 2 open days instead of one and confirm to Hazel • Hazel will look into the PTA selling scarves and umbrellas • Quiz Night Actions Please can all committee members put it in their tutor group Whatsapp groups and promote in any local Facebook groups Hazel will post in the Head's letter and on social media every week Debbie will print some adverts off and display in the library Hazel will advertise it to staff and on the alumni website SB and MB will create the prize and if needed source raffle tickets • MB will liaise with Becky and put event dates out to volunteers • MB to liaise with Hazel re Old Cryptian's dinner, identify volunteers and look into drinks licence • Hazel will reach out to Miss Leask re pavilion use • SB will advertise the AGM • SB will collaborate with LB on creating a list of places where we should advertise events • SB will put together a yearly plan of PTA events • MB will look into maintenance of the PTA cupboards in the school kitchen	

Chair: Mike Byfield

Vice Chair: Tracy Scott

Secretary: Sharon Byfield

Treasurer: Steve Scott

Web: <http://www.cryptschool.org/association-aims/>

Email: cspta@cryptschool.org

The Crypt School Association (known as The Crypt School Parent Teacher Association), Podsmead Road, Gloucester GL2 5AE
The Crypt School Association is a registered charity dedicated to supporting the school, registration number 280200