

# HONEYWELL SCHOOLS

## Parents Teachers and Friends Association

### Minutes of the Honeywell Schools PTFA meeting held on Wednesday 17 March 2010

**Attendees:**

Celine Ladure - Nursery  
Victoria Davies – Nursery  
Eugenie Vanoye – Nursery  
Sarah Richardson – Mango  
Victoria Wallop – Mango  
Zahra Imbrahim – Palm  
Sia Sayers – Cherry  
Carolyn Bowes – Cherry  
Suzy Heney - Cherry

Louise Vosper - Holly  
Jackie Morris – Apple  
Brownyn Fyfe – Papaya  
Charlotte Coad – 3L  
Rob Howarth – 3W  
Ann Setna – 4S  
Lorraine Mason – 4W  
Paula Talpaert – 6Q  
Ros Cohen – 6Q  
Aishling Merchant – 6R

Kingsley James - Governor  
Duncan Roberts – Headteacher  
Jane Neal - Headteacher

Rosemarie Quinn – Co-Chair  
Claire Mickley – Co-Chair  
Mark Horley – Treasurer  
Liz Giannopoulos – Secretary

**Apologies:**

Bairbre McKendrick – Beech  
Alice Bayly - Apple

1.	<b>Welcome and Thanks</b>	<b>Action</b>
	<p>RQ welcomed attendees and thanked the volunteers who had organized events so far this term:</p> <ul style="list-style-type: none"> <li>• Film Night – Rob and Wendy Howarth</li> <li>• Valentine's Cake Sale – 4S</li> </ul>	
	<p><b>Optional School Clothing</b></p> <p>Nicky Fox reported that the optional school clothing had been available through the PTFA for around 10 years but sales are now very low. There is no income for the PTFA.</p> <p>It was agreed that in future, parents would order directly from the supplier. The prices of the clothing would remain the same but packaging postage would have to be paid on every order.</p> <p>It was agreed that the optional school clothing would be promoted more widely around the school through:</p> <ul style="list-style-type: none"> <li>• Samples and order forms at sales of Honeywell Merchandise</li> <li>• Order forms distributed regularly via pupil post</li> <li>• Photographs and order forms on the PTFA website.</li> </ul>	
	<p><b>Treasurer's Report</b></p> <p>MH reported money raised from fundraising events so far this term:</p> <ul style="list-style-type: none"> <li>• Cinema Night - An Education sold 75 tickets, raising around £400</li> <li>• Valentines Cake Sale raised £350</li> </ul>	
	<p><b>Forthcoming events</b></p> <ul style="list-style-type: none"> <li>• 19 March: Quiz Night – all teams have been given the information they need</li> <li>• 22 March: Bug Busting fortnight begins – arranged by Ginny Sackur</li> <li>• 25 March: Female Safety Awareness Evening – organized by Liz Giannopoulos with the Northcote Safer Neighbourhood Team from the Metropolitan Police. Free entry, cash bar, all ladies, all ages welcome. Infant Hall at 7.30pm</li> <li>• 27 March: Bike and Scooter sale including bike maintenance police safety advice and fluorescent giveaways. Contributors are asked to bring bikes in at the end of next week before/ after school in the infant playground. The event will be 11am-3pm in the Infant Playground (or the Dining Hall if raining).</li> <li>• 29 March: Bread-making Evening, organized by Bairbre McKendrick. Honeywell gets funding to cooking with the children and as part of funding has to do community events.</li> <li>• 1 April: Krispy Kreme sale organized by Maple Class. Both playgrounds, after school.</li> <li>• 29 April: Swishing party organized by Beech Class. Bring unwanted clothing items and swap them for someone else's unwanted clothing. Infant Hall, 7.30pm, more details to follow.</li> <li>• 4 May: Cinema night, organized by Rob and Wendy Howarth. The Girl with the Dragon Tattoo. Tickets on sale soon</li> <li>• 7 May: Year 5-6 Quiz night organized by Miranda Moreno. Dining Hall, 6pm-7pm</li> <li>• 9 May: – Car Boot sale organised by Lucy Broadley and Jackie Andrews. £10 for a car or £5 for a table/ rug. Letters will come out before Easter</li> <li>• 14 May: 80s night disco. 8pm-11pm, £10 per ticket.</li> <li>• 17 May: Walk to School Week</li> <li>• 19 June: Summer Fete, Beach Party theme</li> <li>• Cake Sales organized by 6Q and Apple Class, dates to be confirmed</li> </ul>	

<p>Claire Mickley Co-chair 020 7223 9204 <a href="mailto:claire_mickley@yahoo.co.uk">claire_mickley@yahoo.co.uk</a></p>	<p>Rosemarie Quinn Co-chair 020 7223 8227 <a href="mailto:roe.q@hotmail.co.uk">roe.q@hotmail.co.uk</a></p>	<p>Liz Giannopoulos Secretary 020 7801 0284 <a href="mailto:liz.giannopoulos@btinternet.com">liz.giannopoulos@btinternet.com</a></p>	<p>Mark Horley Treasurer 020 7228 2680 <a href="mailto:m_horley@yahoo.co.uk">m_horley@yahoo.co.uk</a></p>
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5.	<p><b>Volunteers needed</b></p> <ul style="list-style-type: none"> <li>• <b>Honeywell's Got Talent</b> Rosemarie Quinn and Claire Mickley plan to organize it this year but would like volunteers to run it with them with the intention of taking over next year. The role involves sending out the letters, getting times for auditions, auditioning 25/30 acts, organise a rehearsal a day or two before the fete and arranging the final at the fete.</li> <li>• <b>Summer Fete Barbecue</b> Aishling Merchant is looking for a team of Dad's to run the barbecue.</li> <li>• <b>Walk to School Week</b> Volunteers are needed to arrive at school early for a week ( around 8.30am) to give out the ribbons and stickers. Volunteer needed to the same for afternoon nursery. Sia Sayers volunteered to investigating the replacement of the map</li> <li>• <b>Car Boot Sale Refreshments</b> Papaya Class volunteered to run the refreshments stall.</li> </ul>	
6.	<p><b>Spending Proposals</b></p> <p><u>Infant School</u> JN would like to refurbish the ground floor of Alan's house which is used as a music room and for after school clubs. The refurbishment would include:</p> <ul style="list-style-type: none"> <li>• converting the two small toilets into one adult size toilet with disabled access</li> <li>• replacing one of the windows with French doors to provide direct access onto playground (subject to planning permission)</li> <li>• changing flooring to allow more messy activities</li> <li>• installing a better kitchen so children can use it for cooking</li> <li>• providing proper storage</li> </ul> <p>There will be benefits for both the Infant and Junior School Children. Doug Barber is helping to design it. JN asked if the PTFA would be prepared to part fund it.</p> <p><u>Junior School</u> DR requested funding for two playground projects which were suggested in response to both the parent and children questionnaires:</p> <ul style="list-style-type: none"> <li>• replace drinking fountains with new, usable, attractive, functional fountains</li> <li>• put up sails to provide shade. These would run from the wall with mural to near the tree line – attached to trees or poles. DR is waiting for quotes and advice for planning permission.</li> </ul> <p>Longer term, DR would like to renovate the playground generally including replacing table tops and providing alternative play equipment, but shade and water are pressing H&amp;S issues.</p> <p><u>General Funding</u> RQ suggested that PTFA give each school a fund for Heads of Departments for Libraries, Sport, Art, Performing Arts to buy day to day, lower value items.</p> <p><b>It was agreed that the PTFA would contribute £10,000 to each of the school projects and set up support funds for Libraries, Sport, Art and Performing Arts.</b></p>	
7.	<p><b>Class Fundraising Events</b></p> <p>Bianca Rowan suggested an art exhibition of parent's work on 27<sup>th</sup> May. Funds would be raised by charging for entry and a cash bar. Artwork could be on sale (10% commission to the PTFA) or exhibit only. Contributors would pay to exhibit. Anyone interested in exhibiting their artwork should e-mail Bianca at <a href="mailto:bianca@thewebpace.co.uk">bianca@thewebpace.co.uk</a>.</p> <p>3L proposed a Healthy Food Sale for the children to make/ bring in healthy food and sell in break.</p> <p><b>Both suggestions were supported by the PTFA.</b></p>	
8.	<p><b>Use of e-mail distribution lists</b></p> <p>There have been recent occurrences of people using class lists to send round blanket e-mails selling items, promoting events and marketing businesses.</p> <p>Despite a notice in the PTFA newsletter these e-mails are still being sent. It was stressed that when the class distribution lists are compiled at the beginning of each academic year parents are assured that they are for the distribution of school related information only, specifically: "This list will also enable the PTFA to keep you up to date with their events and activities and are to be used for school related business/social reasons only."</p> <p>Class reps are asked to ensure that e-mail communications to their class distribution list is not used for financial or professional gain.</p>	
9.	<p><b>Date of next meeting – Wednesday, 12<sup>th</sup> May, 7.30pm, Staff Room</b></p>	

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