

MIDDLEWICH HIGH SCHOOL PTFA

PTFA meeting 17/09/2019

Present: Denise Kenny (MHS), Sam Kerr (MHS) Emma Edwards, Lisa Lorne, Emma Lea, Colin Price, Mike Dillon, Femi Dillon, Heidi Thurland (MHS), Belinda Fahreholz (MHS)

Agenda Item/Discussion	Action
<p>1. Apologies for absence</p> <p>Hilary Watt Kath Howdon Sarah Dean Sarah Tomlinson</p>	
<p>2. Discussion of election of Chair/Secretary/Treasurer</p> <p>Chair appointed - Lisa Lorne Temporary Vice chair - Emma Lea Temporary Treasurer – Denise Kenny Secretary – Samantha Kerr</p>	<p>Advertisement to go out for Treasurer – on website/Facebook/leaflets</p>
<p>3. Discussion of fundraising ideas</p> <ul style="list-style-type: none">• Register as a charity.• School Lottery to be set up• Easy Fundraising set up• Jacks Blue Button register• Asda/Waitrose green coin scheme• Bagging at supermarkets	<p>Secretary to look into discussed fundraising options</p>
<p>4. What we want from the PTFA</p> <ul style="list-style-type: none">• Involve the local community with the life of the school• Join local schools together• Raise much needed funds for the school•	
<ul style="list-style-type: none">• Event ideas for the coming year<ul style="list-style-type: none">• Xmas Fayre• Craft Fayre• Summer Fayres• Textiles/fashion shows• Charging for stalls at events• Refreshments to be sold by PTFA at school events	



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HEIDI THURLAND MA (Mrs 1st Class) NPQH Headteacher

<ul style="list-style-type: none"> • Pamper evenings (involving college students in beautician courses etc.) • Colour run – could be opened up to the local community • Talent Show – MHS has talent • Bingo • Quiz nights • Race nights • Car boot sales could be held in the hall and charge per table 	
<p>5. 1st Event to be run by PTFA</p> <ul style="list-style-type: none"> • Xmas Craft Fayre – 4th/5th December. • Invite local businesses to have a stall and charge per stall. • PTFA could run refreshments (coffee/teas/mulled wine/prosecco/mince pies etc.) • Raffle • Tombola • Performances by the students 	<p>Gambling License to be purchased</p> <p>Contact local businesses to book stalls</p> <p>Arrange for items to be donated for raffle prizes and tombola</p> <p>Alcohol license</p>
<p>6. Ways to advertise / get ideas</p> <ul style="list-style-type: none"> • Social media surveys out to the community • PTFA Facebook page • Instagram • School Council meeting with PTFA • Middlewich Community Facebook site 	<p>Secretary to set up PTFA Facebook Group</p> <p>School to look into Instagram account</p> <p>School council meeting to be arranged</p>
<p>7. Discussion of local businesses that may help out.</p> <p>Reels on wheels – movie night Roberts bakery may make donations Run Middlewich may help with colour run in summer Match Funding by employee of Barclays / Santander</p>	<p>Reference to Match Funding to be added to promotional materials and social media accounts.</p>
<p>8. Open evening participation</p>	<p>Promotional materials to be made by Secretary for the open evening</p>



<p>Chair and Vice chair to attend open evening to promote the PTFA to new parents – stall to be set up in the area and leaflets to be handed out with contact details.</p>	
<p>9. Actions for next meeting</p> <ul style="list-style-type: none"> • Sign up to lottery – advertise that this is set up and encourage people to sign up • Easy fundraising to be set up • Meeting with school council on 14th October at 13:50pm Chair and Secretary to attend • Logo needs designing • Facebook to be set up • Promotional materials to be made for Open event • T-Shirts to be sourced • PTFA Email to be set up • Bank accounts to be looked at and new one set up if needed • Confirm date of Craft Fayre by checking leisure centre and school calendar dates • Advertise the Facebook group through school website/Facebook and on the Middlewich Community Facebook page 	

Date of next meeting: **Tuesday 22nd October, 6pm**

