

Hilltop First School
Hilltop Friends PTA Meeting
Friday 1st March 2024

1. Introductions

Everyone had a turn to introduce themselves. Attendees were:

- Melissa Dods
- Ogechi Vivian Chijioke
- Maryam Khan
- Louie Buckland
- Teresa Tajuddin
- Rose Ravel-Kebe
- Kirsty Northam

2. Thanks to Kirsty

Thank you

3. Hot chocolate after school was a great success, despite the weather! Raised £108

Even though there were a small amount of orders, it was still a lovely treat and we raised £108! It was agreed that setting up the plain hot chocolates in the staff room before and having the toppings station on the driveway worked very well. It was also agreed that having the different coloured cups to differentiate between the deluxe and plain hot chocolates worked very well. Thank you to Rose for all the behind the scenes work.

4. Teresa has emailed finance re. quote for Imagineering Blocks, new library furniture and Bean bags. Awaiting quote.

Teresa sent the email to finance for library furniture and is waiting for the quote. PTA will be allowed to discuss the chosen furniture and Bean bags before they are bought.

5. Easter raffle prizes. Family days out etc... TeresaTeresa now has Letterhead paper for everyone - to send to businesses

Teresa has already secured vouchers for Beale Park and Oakwood Climbing Centre. Other vouchers have been secured and will be discussed at a later date. Other ideas for vouchers are:

- Scott's Fish and Chips
- Masterchef
- Heroes Farm Berkshire
- Odds Farm
- Kidabulous
- Woody's café softplay
- Coral Reef
- Cinema
- Savill Garden Playground
- London Aquarium

- London Zoo
- Windsor Castle
- Dinosaur Show at Windsor Theatre

Also discussed was the mufti day (non-uniform day) on Friday the 22nd of March. £1 per child which can be paid via School Gateway or cash on the driveway. No sales to parents as each child will be getting a ticket.

6. Book swap next week

- All books in by Thursday 7th of March
- Ms Bima would like teachers in classrooms to collect the books
- Younger ones to swap in the morning 9am-11am
- Older ones to swap in the afternoon 1.30pm-2.45pm (before reading with parents 2.45pm onwards)

All children to come dressed in their pyjamas and bring 1 or 2 (or more) beloved books that are in good condition and suitable for their age. The Book Swap will take place in the hall on Friday the 8th of March in the hall. Any books that are left behind after the Book Swap will either be kept for future PTA events or passed on to the library.

Volunteers for the Book Swap will be:

- AM session: Melissa, Kirsty and Herjit (only available 9am-9.30am). Teresa available if needed too.
- PM session: Teresa, Herjit (only available 2.30pm-3pm) and Emma.

7. Hilltop Friends Newsletter

It was discussed that in the Newsletter there would be information about how the PTA have spent money already and what future spending is planned. The thoughts in general were that the layout of the Newsletter looks good and should be kept in the same or similar format going forward. It was agreed that the Newsletter would be more accessible digitally rather than printed and out into school bags. It was also suggested to share the Newsletter on WhatsApp Class Rep Groups and the school website. Louie had the idea of creating a list of Class Rep names according to which class they represent in order to help other parents find and access the Class WhatsApp groups, as well as become more aware of who their Class Reps are. It was discussed that the Newsletter should be done once a half term or once a term, depending on the amount of information. The Library Amazon Wishlist was discussed and Teresa said that Ms Bima has now put a note on the delivery to state the delivery times for during school hours. Kirsty to check with Ms Bima regarding the quantities of the books on the Amazon Wishlist.

8. Let's try to get more volunteers to help our events coming up. Class WhatsApp groups and Teresa to ensure in comms again today and next Wednesday to families

- Book Swap
- Uniform Sale

Rose and Kirsty mentioned being able to help for the Summer Uniform Sale on Friday the 15th of March, and Rose brought a good point forward about having no Summer Uniform donations on the 1st of March as requested. It was agreed that the Summer Uniform drive will continue until Friday the 8th of March given that the adverse weather could have contributed to no uniform being brought in. Rose also mentioned that perhaps a general uniform sale may be better if no summer uniform donations are brought in. Volunteers are needed for the sale after school.

9. Give Kirsty all passwords to upload minutes and newsletter etc on to webpage
Melissa to send Kirsty the document from Rachel with instructions.

10. ABO (any other business)

Kirsty spoke about the difficulties of including SEND children in events due to Sensory Overwhelm and suggested that maybe more accommodations can be made in extra time being given to SEND children to enjoy the events without loud music or crowds or other overstimulating situations. Kirsty also mentioned that it would be good to have a SEND parents coffee morning to allow those parents to feel more supported as well. Louie informed everyone about the new SEND classrooms being built with the decking area outside. He showed everyone the building plan and it was agreed that this will be an exciting project. Louie advised to visit the RBWM website for all updates on the building. It was also agreed that a possible SEND parent meeting with the SEND team and Ms Bima regarding the design and resources of the new rooms would be beneficial.

11. Set date for next meeting (and add to Newsletter)

Next date for the next PTA meeting is Friday the 26th of April after drop off in the morning. This has already been added to the Newsletter that was sent out in Friday's communication on the 1st of March.