

## Kings School Hove Parent Teaching Association

Registered Charity No. 1167661

### Meeting – 6<sup>th</sup> June 2025

Date	6 <sup>th</sup> June 2025
Time	7.30 - 8.50pm Kings School Hove
Attending	Amanda Roberts – Chair Hayley Kelso – Vice-Chair Sally Crawford – Treasurer Matt Lovell – Staff Representative Beverley Webb Suresh Vasnani Nikki Nestora Aloyse Gascoigne Paul Roberts - Secretary

		Actions
1	<b>Welcome and apologies for absence</b>	
1.1	<p>The Chair welcomed everyone to the meeting and there was a brief round of introductions. The Chair explained the agenda would focus on two aspects:</p> <ul style="list-style-type: none"><li>• Summer Term 2025 Activities (Summer Showcase, Year 6 Induction and Sports Day)</li><li>• Planning for Autumn term 2025 and beyond</li></ul>	
1.2	Apologies for absence: Lisa Leaf, Celia Nicholls, Julia Nixon, Deborah Tucker, Katherine O'Hara and Ally Soanes	
2	<b>Summer Showcase, 26<sup>th</sup> June 2025</b>	
2.1	<p>The PTA agreed to donate refreshments to the Summer Showcase in line with the <a href="#">PTAs charitable objective</a> to facilitate relationships between staff, parents and others associated with the school. At least eight PTA members had indicated they would be available to support the event. Beverley Webb agreed to review stock and purchase additional supplies if needed. Sally Crawford reminded PTA members that if they purchased anything on behalf of the PTA it could be claimed back via the submission of a photograph of the receipt emailed to herself.</p>	<p>Beverley Webb to review stock and purchase additional supplies, if needed, for Summer Showcase.</p>

2.2	The PTA further agreed that they would not be raising funds at this event and no funds would go into the account from the event. The PTA would be supportive of another group seeking to raise funds (whether by using QR codes or via a cash collection).	PTA Chair to notify school of decision not to fund raise.
3	<b>Year 6 Induction Day, 4<sup>th</sup> July 2025</b>	
3.1	The PTA agreed to support the Year 6 induction day by: <ul style="list-style-type: none"> <li>• Providing a Uniform sale</li> <li>• Selling sweet bags, teas, coffees and cold drinks</li> </ul>	
3.2	<i>Uniform sale preparation</i> – Time was needed to prepare uniform and sort the recent influx of lost property. Nicki, Aloyse and Hailey agreed to arrange a day to sort the uniforms and lost property. Matt highlighted the school had access to washing and tumble-drying facilities on site should they be needed; items need this could just be set aside and suitably labelled for Matt's attention. The focus of the uniform sale was on Kings branded items. Lost property such as plain white shirts could be donated to the Hangleton Community Centre clothing band.	Hailey, Nicki and Aloyse to arrange a day to meet and sort uniforms and lost property.
3.3	<i>Sweet bag preparation</i> – Beverley agreed to purchase sweets for the sweet bags and Hailey volunteer to work with her to fill the bags once the sweets had arrived.	Beverley to purchase sweets.  Beverly and Hailey to arrange to meet to create sweet bags.
3.4	<i>Uniform sale day logistics</i> – It was agreed that volunteers (there were currently 5) should arrive on the day at 12.30pm to help with set-up (e.g. Arranging Blazers on racks). The racks would be borrowed from the school's drama department, which Matt kindly agreed to arrange. The sale was due to start at 1.30pm before the Year 6s were collected at 2.10pm. It was agreed that, providing the weather was good, the uniform sale should be held outside.	Matt to liaise with Drama Department over provision of clothes rails.
3.5	<i>Uniform sale communication</i> – It was agreed that the uniform sale should be promoted to parents in all years.	PTA Chair to lead on communication
4	<b>Sports Day, 14<sup>th</sup> July 2025</b>	
4.1	The school has expressed a desire for the PTA to provide fruit and water at a stand from 10am to 2pm for the Sports Day. Around 400 attendees expected. Previously the PTA had secured donations of fruit by working with the Tesco Community Champion.	
4.2	Following discussion the PTA agreed:	

	<ul style="list-style-type: none"> <li>• Hailey would do some research to find out who the local supermarket community champions were.</li> <li>• In addition to the fruit (oranges, apples and bananas suggested) and the water, the provision of ice was suggested.</li> <li>• Consideration should be given to chopping the fruit the night before.</li> <li>• Volunteers would be provided in pairs cover two 2-hour slots (i.e. First shift 10am-12; Second shift 12-2pm). The Chair would check if the stand needed to be set-up prior to 10am</li> </ul>	Hailey to research local supermarket community champions.
5	<b>Planning for Autumn term 2025 and beyond</b>	
5.1	In introducing the topic, the Chair confirmed that the dates for the next term had not yet been released. She invited members to put forward suggestions for events, either for Autumn 2025 or for later in that academic year.	
5.2	<p>PTA members proposed the following ideas:</p> <ul style="list-style-type: none"> <li>• At the start of September organise a walk and talk for new YR7 parents.</li> <li>• PTA Pub Quiz, complete with an alcohol license for the event. A start time of 8pm was suggested.</li> <li>• Cultural Style Event – An invitation to bring something to highlight the breadth of cultures represented within Kings.</li> <li>• School Disco targeted at YR7 and YR8</li> <li>• Christmas Market/Fayre, this could include paying for a pitch to sell items. This could involve different rates for different stakeholders associated with the school (e.g. Private Business £30 to Student Form Group table £2).</li> <li>• PTA Ice-cream – possibly at the end of the summer term</li> <li>• Colour Run – The stock was still available from last year. It was suggested this could be held in the last full week of September with a lower fee for participation (e.g. £2 rather than £5) and a greater focus on refreshments and uniform sale.</li> <li>• Support the Winter Showcase</li> </ul>	
5.3	<p>The PTA agreed to focus on the following items for September:</p> <ul style="list-style-type: none"> <li>• YR7 Parents Walk &amp; Talk</li> <li>• Colour Run</li> </ul> <p>These would be co-ordinated via the WhatsApp Group prior to the next meeting.</p>	
6	<b>AOB</b>	

6.1	Access – The school had suggested passes could be provided for the Chair and Vice-Chair to help with access for PTA activities.	Chair to follow-up with school about passes.
6.2	PTA Cupboard – The PTA now has full access to the cupboard. Matt was thanked for this provision.	