

CPSA Meeting, Wednesday 13th April 2016
2pm Maths Room, Caversham Primary School

Matter	Sub-heading	Comments	Actions and responsibility?
Apologies		Jen Davidson, Julie Guppy, Miss Marden	N/A
Present		Helen Perry, Lucie Lawrence, Kate West, Kate Scott, Jo Corbett, Sue Newman, Mariann Kanscar, Emma Rogers, Mrs Perry, Cath Short, Julia Wilson	
Review of last meeting		Nothing from actions which won't come up again during this meeting by following agenda	N/A
Debrief	Mother's Day Secrets Room	Successful event which raised approximately £320. The children enjoyed putting the gifts together. Will do a similar event next year but probably a different type of gift.	N/A
	Real Ale Race Night	A popular evening which raised approximately £1,400 and we should get some match funding from Microsoft. Will probably organise the same thing next year, particularly as more people will understand what the evening is about. Numbers were down slightly on what was hoped, due to a few people being away on that evening.	N/A
Events and Dates for the Diary	2 nd hand Uniform Sale (Thursday 14 th April)	Next sale is Thursday 14th April. Although the feeling is, that two sales are enough for each year, it was mentioned that it might be useful to have one more sale at the end of the summer term for Year 6's leaving or for people clearing out winter uniform from the previous term ready for September.	Discuss with Adele Barnett Ward - one more sale before the end of the year – HP/LL

	<p>Fun Run (Sunday 15th May)</p>	<p>A sub-committee is to meet to finalise the arrangements.</p> <p>Venue Highdown School - Sunday 15th May.</p> <p>Robbie Elson (Year 3 and 5 Parent) has mapped out the route.</p> <p>Two different courses - a 2k for the children starting at 10am and a 5k for the parents and older children starting at 10.45am, with the event intended to be a "whole family" event. It can be run or walked.</p> <p>A suggestion was made for there to be a staged start with the older children starting before the younger ones to prevent any accidents/issues en route with bigger kids/little kids running at the same time.</p> <p>A sponsorship form is going into the book bags at the end of the week with parents having 3 weeks to enter children and parents online and then under a week for race packs to go out.</p> <p>Cath Short will be doing a short warm up before the run.</p> <p>An e-mail will be sent out to class reps next week with a view to getting volunteers for the marshalling of the event. It is hoped that we can achieve 4 per class due to the number of marshalls needed. The event will also be advertised by poster (which has been designed by the kids). There is an entry fee of £4 per person which will cover the cost of medals and goodie bags.</p> <p>Discussed the best way of motivating kids/parents to join in. Suggested that a trophy to be won by the class with most entrants might be a good idea and they can then have the trophy on display in the classroom.</p>	<p>Trophy for the class with the most entrants – KW</p> <p>Mars confectionary for goodie bags – Will West to follow up</p> <p>Rosettes/Stickers for the placed entrants in the 5k race – KS/KW</p> <p>Dudmans to be chased up for fruit – KW</p> <p>Reception parents will be sorting out the manning of refreshments</p>
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	Quiz Night (Friday 20 th May)	Tickets will be available online for people to buy for the event. Julie Guppy and Debbie Davies are compiling the quiz and Doug Porter and Matt Lawrence are the quiz masters on the night. Question raised about the bar – Is Ange Baker sorting out the bar for the event ?	Ask Ange Baker if she is sorting out the bar ? LL /HP
	Bag2School (Monday 20 th June)	No further comments made	N/A
	Summer BBQ (Saturday 2 nd July)	<p>There will be a separate sub-committee set up for the summer BBQ but the following was discussed :-</p> <ul style="list-style-type: none"> • The BBQ will be a Brazilian Theme • Culture Mix has been booked at a cost of £350 • The Mega Slide and Bouncy Castle are booked. It is probable that Bridges will pay for the Bouncy Castle • Discussed the possibility of having a bungee jump/trampoline attraction. The cost would be £700 and 4 people could be on it at one time. We discussed a potential fee of £2.50 per jump and a probable turnaround time of 5 minutes, per go. Possibly break even on cost or make a small amount of profit but nevertheless it was thought to be a good idea and probably would be popular. • Climbing Wall was considered but apparently each go takes quite a while. Oojamaflip (Circus Skills) was mentioned but was fully booked. • A go-karting type event was considered if the playground could accommodate it. • Mrs Wallace and Samba band 	<p>Separate Summer BBQ meeting - HP/LL</p> <p>Trampolining attraction- HP</p> <p>Go- karting - LL</p>

Father's Day Gifts		<p>Traditionally this has not been done – we usually only do Mothers Day gifts. KW mentioned that they had found some coasters which could be decorated as Father's Day gifts.</p> <p>After discussion it was felt that the CPSA would not run a Fathers Day gift room this year but discuss it again next.</p>	
Library Bus		<ul style="list-style-type: none"> • Mrs Perry, LL and HP are going to St Edmunds School, Twickenham next week to look at a library bus which they have there. • Emma Rogers mentioned that a year 1 parent has raised concerns about the general due diligence surrounding the library bus and the pros and cons of why we are having one. • Mrs Perry is going to put some information together for parents so that some of the recent concerns might be addressed. 	Information for parents on the pros /cons of the library bus – Mrs Perry
Caversham Bag		<p>The PTA at the Heights School had the idea of producing a re-useable "Caversham" bag to sell in the schools and local community. A leaflet showing the type and style of the bag was passed around for the attendees to see.</p> <p>The idea is that the bag would be sold by schools and independent retailers in Caversham. The CPSA would buy a batch of bags - we believe for £2.20 and then sold on to parents, probably for about £5. The bags would also be on sale locally via local retailers. Where a local retailer sells a bag, the idea would be that the profits from their sales would be divided between the local schools. It is thought that the initial investment from each school would be £250 for the first batch of bags.</p> <p>There is a meeting next week when the more finite details of how the "system" would work are to be finalised.</p>	Meeting to discuss the bags next week – LL/HP to attend

Ice Lolly Sales		<p>There are three Friday Ice Lolly sales planned for the Summer term. It is hoped that one will be before half term and two afterwards.</p> <p>Dates will be dictated by the weather</p>	<p>E-mails to be sent by the CPSA informing of lolly sale dates nearer the time - LL/HP</p> <p>E-mail needed to get volunteers for the lolly sales - LL /HP</p>
Treasurers Report		<ul style="list-style-type: none"> • We have raised funds from Mothering Sunday Gifts and Race night • CPSA have purchased sensory equipment and year 1 outdoor equipment • There is about £2,000 to spend • There is about £5,000 in the bank 	(for more information please see treasurer's report)
Any other business and date for next meeting		<p>Next meeting will be on 25th May in the staff room at 8pm.</p> <p>Mrs Perry also asked about the arrangements for the honesty bar for the staff event for June 17th. HP will arrange for the glasses to be provided and then S Newman confirmed that she would have them washed ready to be returned.</p> <p>No licence needed for an honesty bar.</p>	