



William Penn School PTA
'Living, Laughing and Learning Together'

**WILLIAM PENN SCHOOL
PARENT TEACHER ASSOCIATION**

Registered Charity No. 1134936

EASTER PLANNING MEETING

14th March 2024

8PM - 9PM

ATTENDEES:

COMMITTEE MEMBERS

Neil Gallaher	Lucy Huggett	Angela Blackman
Miriam Jarvis	Roger Lewis	Charlotte Hill
Rachel Kerry		

Member Volunteer

Sarah Van-Schuerbeck

APOLOGIES:

Kath Haines
Semley Wilkinson
Anna Constable

EASTER EVENT

The '**Easter Bonzer Event**' will be held on the last day of the term, aligning with the Rock Concert taking place on **Thursday 28th March 2024 at 2.15pm**

Agreed activities:

- Mufti day for the children to wear their own clothes to school with a requested donation of £2. School have said they will offer to assist parents when required from pupil premium budget
- Easter Egg Hunt for all pupils- in the morning of the 28th March (School to organise the event & PTA to provide eggs/sweets. School agreed to arrange alternatives for pupils with religious considerations. PTA to check with the school if there are any dietary requirements to be aware of apart from the usual no nuts policy. NG to arrange the "prizes" for this event. Already seen mini foiled chocolate eggs and easter themed sweets such as fried eggs and carrots. **Agreed budget of £50**
- Easter Bonnet Competition – prizes for winners in 2 categories: R&KS1 and KS2 (PTA to provide eggs as prizes. **Agreed budget of £10**)
- Easter Biscuits – Harriet Buckley and her mother Claire have kindly offered to donate biscuits they make which they will sell during the event. PTA agreed to offer to contribute to the costs and RK to check with Harriet on this. As the biscuits are being donated and sold by Harriet, who has done this before for the school, the PTA will check with Harriet and Claire on what the prices would be best set at.
- A stand selling: Second hand books, second hand uniform, donated costumes.



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- MJ has kindly offered to bring her coffee and crepes van to the event with all profits to the PTA. Agreed by PTA. MJ to speak to to the school for agreement.
- No budget agreed for the "Guess how many eggs in a jar", so this event would only go ahead if the eggs and jar are donated. (MJ said she would speak to contacts at supermarkets to see if they would be able to donate to the PTA). If this event goes ahead, it will be a paid entry of 50p a guess. With the winner being the person who guesses the correct amount or the nearest lowest answer. Every entry has to be unique.
- Spring Hamper idea no longer going ahead. Majority agreed that this would be a better event for the Summer so we had more time to gather special prizes.

MARKETING

- Information to be added in both school newsletters which will be sent before the event.
- SVS to provide an update to a great poster she has designed
- Class reps will be asked to request in Whatsapp groups donations for old uniform, books and costumes

SET UP

- RK mentioned a few parents in year 1 have offered to volunteer on the day if needed.
- Set up will need to start around 1pm. Timings to be agreed with the school and then shared in Whatsapp group.
- NG to provide floats for stand, biscuits (& eggs in jar if it goes ahead)
- NG to bring the PTA card machine and will check to see if we can also borrow the school's card machine to have as a second for the event.

AFTER

- NG + 1 other to count and record cash raised before leaving the site
- NG agreed to bank cash

DISTRIBUTION:

William Penn PTA Committee & Sarah Van-Schuerbeck