



William Penn School

Parent Teacher Association

Registered Charity No. 1134936

PTA OPEN MEETING

Monday 1st June 2026

MINUTES

ORDINARY BUSINESS

Next meeting date: September? - Monday 28th September

1) Apologies for absence: RO

2) Minutes from Meeting 20th April- All ok

3) FINANCES REPORT

-KE has a report and latest figures-

- Summer Fair update – Summer Fair income: £2086.84

Outgoings: £837.90

Profit: £1248.94 (more to be added to this after stall at Coolham Stall

Ball event)

4) EVENT FEEDBACK

- Brief Summer fair feedback - Bottle Tombola – ADULT ONLY! Must be enforced! No KIDS!

- Source another food outlet – pizza?

- All happy with doing it on a weekday

- Children to be dismissed by their class teacher from the field rather than the playground.

- More sun shelter – use gazebos and parasols

- Crisps and more variety of drinks to be sold

- Date for next year? So we can advertise early! Friday 28th May – Half term following week.- ALL AGREED THIS DATE

5) LIBRARY UPDATE

- Awaiting last amount of money from Go Fund Me page - £131.42 - Cheque rec'd for £258

- Plan for things to start, dates etc? - Deposit has been paid and pit being built off site. Works to begin tail end of summer holidays.
- Agreed anything over £2000 in our account we will give to the library. KE to sort this with Emma Dendy.

6) NEXT EVENTS

- Freeze Pop Fridays to start from Friday 5th June. SMH to sort ice pops – Do we want to do a uniform sale on one of these Fridays? - SMH has them
- Sports Day 26th June – Picnic? Yes – picnic 12pm then sports day to begin
- Break the rules day – RO & SMH thought about postponing until November inset day so kids can go wild. Plus – a lot going on this side of Summer. - yes agreed to keep this new idea for next academic year
- Colour run – Friday 17th July. SMH has created a poster.
How much are we going to charge? £5 a child
Is this going to be done through classlist? Yes
SMH found info on FB pta page and can get sachets of powder on there. Do we want to do that to keep costs down? £22.90 for 14 packets of powder. (Event Colour website for 100 participants £269!! For 8 bags of colour!) - HB has 10 tubs of powder paint which we are going to use.
Are we opening up to siblings not at the school? yes
Look into gunge to raffle off 'gunge the teacher' - look into sourcing this
White tshirt and Goggles to be worn – to be supplied by parents. - advertised this to parents and will be on classlist. Look in to buying goggles.
Ice Pops at the end for a prize included in the ticket - yes to this
Keep it Simple. - Yes! Circle with water and paint stations. Simple obstacle course to slow children down

SMH to contact Griffin Desgins re a banner to be used at Coolham Stall Ball event and for the Parade. A generic banner with Schools name and address, logo

7) LEAVERS

- Leavers Disco Monday 20th July for KS2 ONLY – 3:30pm-5pm – 3:30pm – 5:30pm.
Are we charging for this? Classlist? - no charge for this.
FRY class to leave at 4:15pm then JBB to stay on till 5pm - 4:30pm FRY to be picked up.

Pizza again from Dominos? RK to sort
Do we want to do anything else? - Google form out to parents re attendance to the disco and pizza preference etc
Letter to Year 6 parents re disco, pizza and money for leavers book
Letter to FRY for disco
Letter to Year 5 re attendance of disco and pizza options
- Leavers' book – RO update – all going ok – going to submit to company and find out about payment etc
- Can we buy books again for Year 6? Can we order ASAP. Mr P to write a msg and RO to wrap them. - yes to this. RO to find out from Mr Philips exact book so we can order

8) COMMITTEE ADMIN

- Can we all have a think about next year and roles they wish to do or not do. - RK asked SMH if she would consider being chair. To discuss and vote for roles at meeting in September
- Hopefully gaining some new members in September. - think 2 new members
- Do we want to pencil in a date now for the AGM in September so we can advertise? Monday 28th September

9) AOB

List of school dates for things happening for next year to be sent out with next newsletter? - CB going to look into

List of dates to go on school dates list for 2026/2027

September – PTA AGM Meeting – 28th September

October – Bags 2 Schools? - end of September/beginning October

Wednesday 21st October – Discos? Tie in with Break the Rules day? - yes to do this – but dependent on Firework night

Friday 11th December – Own clothes day for donations for Pop Up Shop – yes to this

Wednesday 16th December – Christmas Pop Up Shop – yes to this

Wednesday 10th February – Disco? - yes – maywell be disco nad break the rules day

Thursday 25th March last day of term – Spring Extravaganza (JW's Included this year) - yes to this to include everyone but maybe choc eggs and alternative option to egg as a prize

Friday 28th May – Maypole and Summer Fair (last Day of term) Yes all agreed

Fireworks what did we want to do for November 2027? Aurora can do Halloween weekend or Thursday 4th November or 13th/14th November 2027. - these dates are for 2026. SMH to contact Aurora to find out what dates are available and to make a decision.