



**MINUTES OF  
ST OLAVE'S PARENTS' ASSOCIATION COMMITTEE MEETING  
WEDNESDAY 13th OCTOBER 2021**

**PRESENT**

Zey Kagan – Chair  
Amit Singh – Vice Chair  
Rachael Peek - Secretary  
Bhawana Sanyal – Treasurer  
Patrice Adams  
Adebisi Akpomuje  
Margaret Akpovwa  
Sara Alade  
Ruth Alo  
Victoria Cattermole  
Yin Ping Chan-li  
Rashmi Dubey  
David Ducat  
Satish Gaekwad  
Rama Gandham  
Nidhi Godha  
Aparna Gupta  
Helene Huille  
Uloaku Ikegwu  
Tharini Janu  
Trupti Jochhav  
Manju Kharel  
Alpa Maroo  
Claire Marshall  
Laura Obasi  
Sandra Osimen  
Sojo Panoor  
Violet Pierce  
Mauritzio Pilu  
Rajesh Rawlani  
Supritha Shetty  
Seema Singh  
Hai Ying Song  
Krishna Subbarayan  
Toyin Toba  
Rabia Zeshan  
Nagella

Rajiv Bhatnagar  
Reyaansh

## APOLOGIES

Asma Meer  
Charlotte Rutter  
Arunima Saha  
Susi Rushton

## UPDATES

### **1. Treasurer**

Zey informed the Committee that due to personal reasons, Sudhir had stepped down from his role on 20<sup>th</sup> September. Bhawana, as Assistant has now officially taken on the Treasurer Role on an Interim basis until the AGM. The Charities Commission has been informed.

### **2. Mock Tests and Paper Sales**

Unfortunately Mock Tests on site were not able to be held again this year. However, paper sales had been very successful with the recent online Summer sales to support parents amounting to £4936. Preparation for next year's Mock Tests will begin after the AGM. Anyone interested in joining a sub-committee for this project, please contact Amit.

### **3. Uniform**

The Uniform team have resumed in person sales and had a very successful afterschool event on 27<sup>th</sup> September, raising £651.50. Victoria explained that Click and collect had also been trialled but some boys seemed reluctant to come in person and many items remained unclaimed. A further sale will be planned for November.

### **4. Olavian Lunch**

The Old Olavians held their annual lunch in the Great Hall on 2<sup>nd</sup> October. The PA supported this event by running the bar and takings were £898.50.

## PA VOLUNTEERS & RUGBY REFRESHMENTS

Charlotte was unable to attend, but sent in the following update:

"We have been running refreshments at the rugby on Saturday mornings. More volunteers still required for better coverage and so we can start doing a BBQ. Last weekend we couldn't manage it, but we should be ok for the remaining weekends for basic refreshments. Anyone interested can email [olaves.volunteer@gmail.com](mailto:olaves.volunteer@gmail.com) or come and speak to us at the rugby.

Other evening events were going to restart and we had volunteers in place, but then they were moved back to virtual by the school. It will be good when events are in person again at school as these show the PA to other parents and are best for encouraging new volunteers. The volunteer list is currently heavily weighted to the older years which may cause a problem in the future as people leave the school. In addition, at the Old Olavian lunch it was so nice to see people together socialising, which is something that we have all been lacking and it will be great when we get the opportunity again.

I am looking for someone to take over as volunteer coordinator after Christmas, with up to 6 months handover support (as my son is in year 13). This role is remote, over email and WhatsApp, plus giving occasional updates at PA meetings. There is no requirement to actually attend events yourself. The main requirements are good organisational skills, time to check and respond to emails/WhatsApp regularly and ability to use/learn to use google drive/forms. I'm happy to answer any questions if anyone is interested."

## CRY SCREENING

Rachael has been in touch with the CRY Screening Team, but at present they are not in a position to hold any events in school this year. To be reviewed in early 2022.

## CHRISTMAS

Zey is keen to start events as soon as possible and Christmas would seem like the ideal time. In previous years, we have sold Christmas trees and puddings to coincide with a Rugby fixture in early December. Ideas were discussed on other events and fundraising opportunities there may be.

- An art sale to sell children's framed picture work to parents
- Second hand books\revision guides being donated and sold
- Christmas Fair combined with Diwali run by class Reps
- Thermal Mugs with Mulled Wine
- Raffle\Lottery

Rama offered his assistance with organising Christmas trees and a raffle.

**ACTION – Zey to arrange contacts for Christmas trees and to get in touch with Charlotte, regarding raffle**

## AGM

It has been decided that the AGM should be held remotely this year due to the uncertainty with COVID and continually rising cases in the region. A formal notice will go out via Schoolcomms later this week.

**ACTION – Rachael to organise AGM Notification and send out to all parents**

## AOB

Seema was introduced as the new Form Rep Coordinator and thanked for all the hard work in setting up groups for each class and year group. The first Form Rep Meeting of the year is scheduled for Wednesday 10<sup>th</sup> November, with uncertainty at the moment if face to face or online? Letters have been sent out to all year groups informing them of their Reps and most classes are now covered.

**ACTION – Seema to clarify with My Budds, the best format going forward.**

Year 7 were interested to know if Year 7 would be having a Residential Trip this year? Zey advised that this was an ideal question for Form Reps but in the meantime, Rachael would contact Mr Budds to clarify.

## **DATE FOR NEXT MEETING**

**WEDNESDAY 17<sup>TH</sup> NOVEMBER AGM 8PM**  
**(SHORT Committee Meeting at 7.30PM for updates)**