

**MINUTES OF ST OLAVE'S PARENTS' ASSOCIATION
COMMITTEE MEETING
THURSDAY 12th SEPTEMBER 2019**

Present:

Laura Covill – Chair
Rachael Peek - Secretary
Amit Singh – Treasurer
Sudhir Pandey – Assistant Secretary
Zey Kagan – Assistant Treasurer
David Budds – Assistant Head
Evelyn Addu
Bhawana Agrarwal
Gayathri Annamalay
Samira Bowman
Victoria Cattermole
Matiur Choudary
Qi Chen
Keerthi Devarakonda
Satish Gaekwad
Grace Guo
Helene Huille
Swati Lulla
Manjula Madavaneri
Shalabh Malviya
Pradeep Raul
Nageswara Reddy
Sekhar Gangi Reddy
Charlotte Rutter
Goutamay Seedeehul
Senthamizh Selvan
Ruwani Senaratna
Rohit Sharma
Eunice Soo
Kalpana Tanna
Pooja Tiwari
Jo Wright

Apologies:

Mark McBennett
Maire Sullivan
Adeybisi Akpomuje
Tia Fisher
Winnie Leong
Arunima Saha
Jim Ward
Rinku Chibber

Introduction and Welcome:

Laura opened the meeting at 7:45 pm and welcomed all attending in particular new parents to the school.

Minutes from the Last Meeting and Review of Action Items:

- a) The minutes of the meeting on 6th June were approved.
- b) Blazers are now being trialled by 4 boys in different Year Groups and there will be an update in due course. *Rachael to coordinate feedback*
- c) Cricket Nets – Rachael has spoken to Andy Kenward who is liaising with Cricket Parents to form a steering group.

Roles in the PA – Getting Involved

Laura has been collating job descriptions of the various roles we have and these will be circulated to parents ahead of the next Meeting for their consideration.

Laura to action

Membership List

We have been distributing Volunteer forms at the various events, which includes our authority to hold parents' data. Laura now has a substantial number of potential volunteers\members whom we can contact, once these forms are processed.

Laura to action/liase with Susmita to add to our database.

Updates

- i. Treasurer – Amit reported that we have £99.7k in the bank with future pledges to the Fives Courts and Water Coolers. From Sep 2018-Aug 2019 we have given £117,970 to the school for various projects.
- ii. Mock Tests – Sudhir informed us that approx £40k has been made on Mock Tests and an additional £11k with Paper Sales. 685 students took the test, which is up 15% on last year. Great success and the Sub Committee are writing up documentation to enable future teams to run the tests. Only challenge was parking with inconsideration shown by parents on Park Avenue.
- iii. Summer Fun Day – The It's A Knockout format went smoothly and the strategy was to encourage attendance of older children attending the school. However not as popular as expected and parents with younger siblings were not attracted by the event. Overall the takings on the day were £6.1k so definitely worthwhile, but not something we would consider in the future. Raffle takings were substantially down which is disappointing, as now all online and much easier to manage with less costs.

Events

- i. Careers Fair – Wednesday 25th September. Laura informed us that 36 professionals have been organised and pupils will be given 10 minute sessions. Primarily aimed at Sixth Form and a Schoolcomms going out later this week. Any slots not filled will be offered to boys in Year 11 +10. Unfortunately, there have been no offers to lead the Year 12 Social Evening after this event, so it may have to be cancelled.
- ii. Year 7 Quiz – Saturday 28th September. This is aimed at the whole family, as an introduction to the school and a chance to mix with fellow form families. David has agreed to be Quizmaster. Charlotte and Rachael have set up the online ticketing system and liaised with Year 7 parents to spread the word. A Schoolcomms will also go out later this week.
- iii. Uniform Sale – this has been arranged for Friday 11th October 3-4.30pm. There will also be an opportunity to buy Set 2 Test Papers at this Sale too.

AOB

The Committee asked for another Wish List from the school and requested that we have this ahead of the Meeting in order to digest.

David to liaise with Rachael in order for this to be circulated to the Committee ahead of the Meeting

Maire Sullivan was not able to attend the meeting but wanted to express her thanks to the PA for the wonderful PA Quad. There is £2500 remaining in the budget for further planting which will be carried out in the Autumn term.

As the School now have a new Logo, Laura informed us that the PA are working on a new logo too.

In order to be eco friendly, Pooja suggested that we could have reusable branded cups to serve our tea\coffee in. This is a great idea that the Committee would like to take forward.

Pooja to research and update in due course

Diwali – The date for next year has been set – 7th November 2020. Shubra is not able to lead this event so we are looking for a dedicated Sub-Committee that can take it forward.

Set-up will be after the AGM Meeting

Spring Ball – After the cancellation of this year's Ball, due to poor sales, it was suggested we change the format to keep costs down and encourage bigger attendance.

Jo has kindly offered to coordinate any ideas, so please email her on jowright7oaks@yahoo.com.

The Meeting closed at 9.10pm

Date of the Next Meeting – Wednesday 9th October -7.30pm in The School Library

Date of AGM – Wednesday 20th November – 7.30pm