

Due to the Covid 19 restrictions  
this was held online via Zoom.



## OSH PA MEETING

Held Wednesday 1 July 2020 @ 7.30pm (via Zoom)

**Present:** Clare Cartwright (Chair & Trustee), Tracy Lee (Vice Chair & Trustee), Roger Walker (Treasurer & Trustee), Hamish Pearson (Media/IT & Trustee), Committee Members: Kay Ramsarran, Jenny Butterworth, Clare Thurston Paul Kilbride (Headmaster)

### 1. APOLOGIES

Apologies received from Pam Batta (OSH Shop)

### 2. ACTIONS FROM LAST MEETING

#### a) Quiz & Curry Night

TL contacted everyone via email giving them options regarding their booking. We received four cancellations, totalling 24 places. Others either confirmed they would like to wait or they didn't respond.

**Action** – The situation regarding large gatherings to be reviewed at the beginning of September term.

#### b) Contact with Year 7 Parents

CC has done a letter for year 7 parents, to be sent out any day, which includes details of the PA, School Lottery, Easy Fundraising etc.

Year 6/7 is due in on 13 July to meet Mr Petfield who is the new Housemaster of Prospect. CC will speak with Mr Petfield regarding promotion of the PA.

September Meet & Greet/drinks on the lawn for new parents is still to be confirmed. Will be held on either Weds 2 or Thurs 3 September. CC and TL happy to attend to promote the PA.

**Action** – PK to notify CC once a decision has been made re Sept event; CC to notify PA if it is going ahead.

#### c) Out of Office for Events Email

This is now working and an automated response is sent to anyone who contacts Events.

### 3. FINANCIAL

The bank account balance remains the same (c£16k).

**Action** - RW to prepare a summary once the cheques have gone out for Quiz Night refunds.

### 4. SCHOOL LOTTERY & EASY FUNDRAISING

Your School Lottery – Still about average but we need to push to sell another 11 tickets to hit target of 100.

EasyFundraising – No recent figures received. Some promo material shared on social media in recent weeks.

## 5. SOCIAL MEDIA & COMMUNICATIONS

As above re School Lottery and EasyFundraising. Twitter, Facebook etc has been mentioned in the letter to year 7 parents. We have had 4 more new likes to our FB page.

## 6. REQUESTS & CORRESPONDENCE

We need to wait until nearer the new term to see what may be required, as it's expected there may be lots of 'recovery curriculum' support needed.

We have not received a form from Mr Orr for a visualizer (or two) so PK to chase up. Approx £150 each.

**Action** – PK to contact Mr Orr and get back to CC.

## 7. FUTURE EVENTS

If we are unable to hold large gatherings at school KR suggested organising an online 'Pub Quiz' via Facebook Live and asking people to make a donation.

**Action** – KR to look into this and thinks Caroline Coffman will also be happy to help.

**Action** – To review Quiz & Curry and Winter Ball situation again in September.

## 8. FUTURE PA MEETINGS

The AGM is due to be held in September. Agreed to hold it via Zoom or Teams so that we can sort the Committee and Trustees. The next meeting would then be a general PA meeting, in early October, open to everyone, which we could hopefully hold at school, Government guidance permitting.

We will stick with meeting on the first Wednesday of the month but may consider alternating so that one month is at school, and others via Zoom/Teams, enabling parents who live away to join online.

**Action** – CC to double-check with the Charities Commission regarding notice required for AGM. CC to advertise AGM on PA social media in August, assuming one month's notice is required.

**Action** – CC to organise for a Group Call to go out at the start of term so that all year 7 parents are notified, as well as those who are already on the PA mailing list.

**Action** – PK to look into the current government guidance to see if there is any mention of parents' involvement/attendance on site.

## 9. HEADMASTER

Thanked the PA for their contribution; teachers were very pleased with the face masks that we'd funded.

## 10. AOB

### a) Christmas Cards & Calendars

It was agreed to look into the production of another Christmas card, and HP suggested producing a PA calendar, with artwork/photographs by students. It may be possible to include school information, term dates, parents' evenings etc, although possibly not for the first one.

**Action** - CC to contact Emily Pincher to see if students would like to submit something, based on the school, which could be a painting or photograph.

**Action** - HP to look into printing costs for cards and calendars.

**Action** - RW to try to find quantities of cards ordered previously.

**b) Gifts for PA Members**

**Action** - TL to sort gifts for those who will be leaving after several years' service. To discuss with CC and RW amount to be allocated.

**11. DATE OF NEXT MEETING(S)**

- AGM - Wednesday 9 September @ 7.30pm (via Zoom or Teams – TBC)
- General PA meeting - Wednesday 7 October @ 7.30pm (format and venue TBC).