The Oaks Infant School

Parent Teacher and Friends Association

Enriching and enhancing our children's time at The Oaks

Meeting notes Friday 15th May 2026 – 9am

Committee members attending: Emma Maggs, Kelly Jenkins, Joanna Newman, Coralie Brincat, Elli-Mae Cooper and Helen Rudd

Other PTA members: Karen O'Conner

Other people in attendance: Nadine Jones, Jessica Shonk, Laura Mulligan and Tracey Phillips

Topic	Notes	Actions
1 Welcome and introductions	• Emma welcome everyone and thank you for attending. • Everyone confirmed that names could be published in the minutes. • Apologies from Jenny Wynn	
2 Update since the last meeting	• Minutes from the last meeting checked and verified by the committee and published on school website. • EM and KJ met with JW and KO regarding funding deficit to-date. Discussed new ideas/events for 2026/27 – committee all agreed. • Have had some more provision fund spending, however still staff who have not utilised any of their budget. • EM has booked summer fun 2 day workshop • EM has sent across names for Leavers t-shirts (Printed clothing) – committee voted for white as green was £100 plus more • All other actions were completed.	• KO to discuss outstanding provision with staff – KJ provided a list of balances • EM to get leavers t-shirt sizes from school and place order ASAP
3 Review of Terms 3,4 and 5 to date	• Wear something you love day raised £111.57. • Mother's Day event – Daffodils. £471.03 profit • Book Swap – cancelled due to the rain, limited amounted of donations so will keep for next WBD • Illustrated Spring Chicken trail raised £353.95. King's Café once again sponsored the event providing prizes and selling the trail sheets – lack of engagement of the last few trails. • Film Nights went well and raised £488.75. • Lottery year to date: £718.05 • Duck Race: £288.70 • Break the Rules Day: £384.71	• EM to promote School Lottery again on PTFA website. • Need news ideas on how to shake up the park trails. • Children loved the duck race – film the in school excitement next year to really show parents how much fun the kids have.
4 Accounting	• Account total as of start of meeting £5,232.50 • Gift aid to be claimed for the Break the Rules day, allowing for claim to be extended to the small pot donation – after the sponsored summer event.	• KO/JW to confirm sponsored event details.

The Oaks Infant School

Parent Teacher and Friends Association

Enriching and enhancing our children's time at The Oaks

		• Parentkind membership renewal - £171 will be paid by DD at the end of May.	• Parentkind includes insurance and support.
5	Funding/Spending since last meeting	• Easter treats purchased for all children - £87.10. The children loved seeing the Easter Bunny again. • Year 2 – school trip £300 (to be paid) • Year 1 – African Dance workshop £500	
6	Funds to be spent still	• Year R Oceans Workshop £500 (June) • Nursery Puppet Workshop £500 (to be paid) • Leavers T-Shirts cost £6.75 each and £9.95 delivery (c.£600) – green opt £7.95. • Transition/welcome packs for Year R (c.£200). • Year R and Year 1 School trips donation £600. • Sports Day Ice Lollies and end of SATS ice lollies - £100. • End of year treat workshop – £760 (splats circus skills) • Ice cream van visit – c.£450	• Consider giving Year 2's leavers t-shirts earlier in the last term.
7	Upcoming events	• Father's day – agreed at last meeting to use fridge magnets – 19th June which is Minterne sports day. Agreed to run the event in the afternoon rather than the morning. • Summer Sizzler booked for Wednesday 15th July. • Re-launch Frozen Friday's – starting Friday 5th June (volunteers needed). Suggested 50p each and two tables on KS1 playground, instead of one by reception and open sale at 3pm to reduce waiting. • New parents events – 11th June 6pm; EM & KJ happy to attend and help to serve the school food samples to parents. • New parents transition (3rd session) 14th July 9.15am (Yr R) & 2.30pm (Yr 1)– pre-loved uniform sale. • New year 2 parents – 15th July 2.30pm – preloved uniform sale	• Source an activity for summer sizzler due to issues with sand. • EM to set up Summer Sizzler online. • Volunteers for pre-loved uniform sales.
8	Grants/funding applications	• Grant application to the Rotary Club was again successful – £250 donation to be received towards the Science Workshop • Applied for £2,000 Grants for Good • Started National Lottery Community Fund application – so far included artificial grass, kier groundworks and looking for quotes for wooden trim trail replacement.	• JW looking into quotes for KS1 fitness trail and walkways/ playground markings. • EM to check in with Keir.

	• Spoken to Chloe Graham from Keir regarding groundworks from a few years back – waiting for updates.	
9 AOB	• Zeffy – new online booking platform to replace PTA Events. • EM & KJ meet with school to review the 2026/27 planner – agreed lots of exciting changes, meeting again with JW & KO on 1st July to confirm dates of events etc • Waiting to hear from FOM regarding Cirus collaboration in October. • Parentkind – Be School Ready guides have arrived, supplied to the PTFA for free as part of membership. • Fencing – JW asked the PTA to write a letter supporting grants to improve the security of the school site as a whole – EM has done this, signed and given to Mrs Hurst. • JN will be standing down as Sectary at the AGM – looking for replacement.	• FOM have given green light for fete games – EM with organise joint posters advertising this and asking for teddy tombola donations. • EM/KJ to advertise for a new sectary to start from September.

Meeting minutes approved as correct by all attending committee members:

The next meeting will be the AGM: Friday 25th September at 9am

Please come along, have a chat, give us your ideas… Everybody is welcome.