

Minutes of Meeting

Title: PTFA Meeting	Location: Lavender Building
Date: Wednesday 20 th June 2018 Attendees: Martin Roughley Kaye Guest Shelly Rowe Claire Matthias Vikki Pope Sally Calder Robert Bergs Clare Rackham Michelle Galvin Ruth Mighalls Rachael Thorton Sarah Jugurnauth-Little Wendy Ager Sara Bonnick	Time: 7pm

Item	Actions
<p>1. Welcome/ Members Introduction Mr Roughley welcomed all present and thanked everyone for attending.</p>	
<p>2.Minutes of the Last Meeting/ Matters Arising from Action Points Minutes were agreed as accurate. Kaye asked that a letter was sent out to all parents updating them to make them aware about the presence of the outdoor Defibrillator and the procedure when dialling 999.</p> <p>Class Reps will be finalised in September once parents know what classes their children will be in and new parents have started. Shelly organising.</p> <p>Recycling – Martin still to discuss with Lara Westcott.</p> <p>Weather Machine – Ian Currie is in the process of moving. Martin to touch base with him again once he is settled but we may have to consider seeking advice and guidance from someone else.</p>	<p style="text-align: center;">Martin Roughley</p> <p style="text-align: center;">Shelly Rowe</p>
<p>3. Treasurers Report Current Account £33,461.90 Savings Account £4,478.79 Total £37,940.69</p> <p>Bank mandate still to be updated. Martin to contact Diane again to organise this.</p>	Sally Calder
<p>4. Diversity Dance Workshop Feedback</p> <p>“The Samba Diversity Workshops were a great success. The children found out information about Brazil through an enriching activity that was enjoyed from Reception to Year 6. The dancing was accompanied by traditional Samba music and the children learned a series of movements which they got to perfect and perform as a whole class routine. All over the school the feedback was really positive! On behalf of the staff and children I would like to say thank you so much for funding this lovely workshop!” Sarah Potter</p>	
<p>5. Comedy Night Feedback</p> <p>Good uptake with over 100 attendees. Takings were high through the bar. Final figure to be agreed. All parents fed back that it was really funny. Kaye to discuss with Helen and Johnny as to whether they would run another one in 2019.</p>	Helen Coker

<p>Discussed increasing the ticket price from £7 to £8 and ideas for ticket sale incentives. Clare Rackham queried whether we offered tickets to New Valley School. We didn't but can consider this if the event runs again.</p>	
<p>6. Summer Fair Update</p> <p>Further meeting was held after the PTFA meeting but key points mentioned were:</p> <ul style="list-style-type: none"> • Richard and Mike will not be attending the fair this year. Kaye wants to ensure everything required for the electricity supply is out and dealt with on the Friday before including the black mats that cover the wires. • Grass on the slope by the Lavender Building needs to be cut for the Animal Show. • Suggestion from Martin that the large white gazebo is set up in the week before the fair and then tables and chairs are moved on Friday and stored in there. • Disabled cars will be offered parking in the lower playground. • Entrance to the fair will be via the large white gates on How Lane although having reviewed this since the meetin, Martin feels it would be safer to enter through the staff car park. • Lottery Gambling return to be completed and sent to Croydon Council after the fair. 	<p>Summer Fair Committee/ Martin Roughley</p>
<p>7. Circus Update</p>	
<p>This is booked for Sunday 9 June 2019 2-4pm. £84.00 deposit has now been paid. Shelly and Sue to meet later in the year to begin planning the event.</p>	<p>Shelly Rowe/ Sue Seegobin</p>
<p>8. Pantomine Update</p> <p>Snow White is booked for Saturday 15 December 2018. Pre Summer poster and booking form is done and ready to go out to parents after the Summer Fair.</p>	<p>Shelly Rowe</p>
<p>9. VR Immersion Room</p> <p>After the presentation at the 15 May meeting Clare Rackham has spent the last month doing some research. She found two other reputable companies. The first was 4D Immersive, based in London but Clare discounted them as she felt they would not be able to provide the sound quality that would meet our needs. She then visited a school in Manchester who have an Immersive Suite in place and who have recently had their Ofsted Inspection and where the results of observations of the suite in use during an inspection have been put into their report. This is the first time an immersive room has been included in an Ofsted Report.</p> <p>“We discussed the changes you have made to the way you teach writing. Leaders have developed highly successful strategies for engaging and exciting pupils’ imaginations and broadening their experiences. For example, to support the work of a group of Year 4 pupils who were developing their use of descriptive writing to set a scene for a story, staff took them to the ‘imagination station’, where computer technology is used to project realistic images onto the walls. The anticipation and excitement were very evident on the faces of the pupils as they entered a simulated attic room with peeling wallpaper on three walls and a wardrobe. As they were ‘transported’ to the next scene, pupils exclaimed, ‘It’s Narnia and it’s snowing, listen to the whistling wind.’ Staff skilfully questioned the pupils, who described what their senses were telling them. Staff acted as scribes to develop a bank of vocabulary that the pupils could use in their written work. This approach has been developed to enhance the work in other curriculum areas including a visit to a stone-age dwelling in history and the National Art Gallery. As a result, pupils are working above the national average at the end of key stage 2 in writing, and an increasing number are working at a greater depth, particularly disadvantaged pupils” Amanda Stringer, Her Majesty’s Inspector, Ofsted (30 January 2018)</p>	<p>Martin Roughley/ Clare Rackham</p>

Clare had an in depth conversation with the Head Teacher and queried how much the school use their room to which the Head replied that there was rarely a time that it wasn't in use.

The company Clare has selected is Gener8, which is built off the back of their Groundworks Company and has been in operation for 9 years, the Gener8 arm has been in inception for 4 years. In the event that that the company went in to financial difficulty the Gener8 software would continue for the life of the room. The presentation software is supplied by Intuiface and they supply regular updates, they are an industry leader and supply software to Microsoft, Dell, IBM and the National History Museum.

Companies House Info:

Ground Designs UK Ltd 06999331
Gener8 Spaces Ltd 08901944

Quote from Gener8.....

"The technology we deploy into the rooms is as future proof as we can make it. We deploy the most cutting edge hardware available in the Gener8stor computers to ensure the maximum lifespan of the machines (they are also upgradeable and not closed loop machines. All the projection we put into place are 1080p 3D projectors and our touch hardware is currently the best available. We do not skimp on or put in place outdated hardware. We have a 6 month review policy on all components in our room tech to ensure the latest and best technology is always used"

If we were to go ahead with installation Clare would organise a showcase over a couple of days and invite parents in to see the room.

Question from Wendy Ager – Have you visited the Sutton Life Centre? Clare confirmed that she had visited with her Year 6 class in her previous school.

Question from Sarah Little – Why have you focused spending the money on this? Martin responded that ICT at school will be moving forward. Portable laptops will be going into classrooms and therefore the ICT suite will not be used.

Clare then continued to say that the facility can hold an entire class at one time but that "break out" rooms will also be within the facility so that classes can be split doing different activities at the same time.

We were then shown a visual presentation that included plans of how the ILA will be transformed and the actual layout.

Cost will be:

£19,500.00 for the equipment and 5-7K building work costs to transform the room.

£1,200 per year maintenance contract which includes 24hour/ 365 day cover.

Question from Sarah Little – Why have you chosen this over a craft room for example? Martin replied that this was exciting and innovative. Clare also added that it gives children the opportunity to experience things they would not normally be able to see, such as Space and the Solar System thus helping to aid their literacy.

All the content is provided within the software but we can also create our own content.

Question from Sara Bonnick – Would each class be using once or twice a term? Clare replied that it would be more on a weekly basis. Staff will be encouraged

<p>to include it in their planning. Clare will monitor it and Staff who feel less confident would have additional training and support.</p> <p>Question from Sarah Little – Will you be hiring it out? Clare said it is an idea that they are considering, especially if it could cover the cost of the maintenance contract.</p> <p>Question from Sarah Little – Are there risks of viruses? Clare said the equipment was no more at risk than any of our other computers.</p> <p>Question from Sarah Little – What if it gets damaged? Clare thought this was unlikely as the children will only be using walls which are especially designed to be used by children and therefore robust.</p> <p>Gener8 have also agreed to supply free graphics and imagery for the entrance to the facility.</p> <p>Question from Kaye Guest – Do we need to pay upfront or can we pay in installments? Clare thought highly likely it would need to be paid up front but she would check.</p> <p>We would be the first school in the South that Gener8 had supplied and therefore highly likely that we might qualify for an “Awards for All” grant.</p> <p>Clare then summed up her presentation by concluding that school trips would not be reduced as a result of this. The Immersion Room would be in addition to the activities that the children already do. She outlined that we are a National Teaching school and we need to decide if we want to be leading on this or following.</p> <p>Martin asked if there were any strong objections to the idea which there weren't. A show of hands showed that everyone present was in agreement with it moving forward. Agreed that the Committee would vote on it over the next few days.</p>	
<p>10. Fireworks Update Kaye to ensure we have enough coals for the BBQs. PA system will be used. Clare Rackham to ensure we have enough Staff Marshalls and staff helping on the BBQ on the night. Sarah has requested one extra person join the Fireworks committee and suggested that we recruit through the reps group. Shelly to arrange. Agreed that the poster would be refreshed and Sarah told she could ask either Natalie or Noelle for help with this. Alex Herrera is organising Portaloos and barriers. First Aider is booked. Sarah has ordered torches. Kaye confirmed that Hi-Viz jackets are in the container. Archery need to be informed to move their meeting to the Saturday.</p>	<p>Sarah Little</p>
<p>11. Playground Markings Martin still in talks with Wilmott Dixon regarding the playground surface. Will update at next meeting.</p>	<p>Martin Roughley</p>
<p>12. Sports Day Approved funding to supply KS1 and KS2 Sports Day with ice lollies for the children. Tracy Campbell to order.</p>	<p>Martin Roughley</p>
<p>29. Date of Next Meeting: Thursday 12 July @ 7pm</p> <p>Meeting closed at 8.10pm</p>	