

# SPSA Meeting 3<sup>rd</sup> December

**Present:** Sinead Andrews (SA), Kayleigh Horne (KH), Harriet Chudry, Ami Thompson (AT), Charlotte Metcalf (CM), Lisa Fleetwood, Sophie Fisher (SF).

1. **Apologies** were received from Jaime Johnson.
2. **Notes of 12<sup>th</sup> November meeting and matters arising**
  - a. There were no matters arising from the previous meeting.
3. **Christmas Fayre (6<sup>th</sup> December)**
  - a. Bring Fairy lights, small tree, bucket for raffle tickets
  - b. Actions:
    - i. Signs – grotto, santa timings, SPSA stall, door signs for each room
4. **Other Christmas events**
  - a. Café for KS1 nativities – Tuesday 17<sup>th</sup> @ 13:30, Wednesday 18<sup>th</sup> @ 18:00; Apple Wednesday 18<sup>th</sup> @ 14:00.
  - b. Christmas Lunch help – Thursday 19th
5. **Spending request from the school**
  - a. The school has asked us to help with purchasing 15 Windows laptops. We will wait to head from the EPA IT lead who is visiting the school next Tuesday.
6. **AOB**
  - a. Harriet to write a parent survey about events they would like.
7. **Dates of future meetings**

14<sup>th</sup> January  
4<sup>th</sup> February  
4<sup>th</sup> March  
1<sup>st</sup> April  
All 20:00 @ The Red Lion