

Friends of Askes College Society PTA (Hatcham) (Years 7 to 13)
Minutes of Annual General Meeting
Tuesday 16 March 2021 at 7pm

Online Meeting – via zoom

Present (virtually):

Liz Dekker (Chair), Alison Jopp (Deputy Chair), Naomi Davis (minutes), Ben Robb (Treasurer), Candy Engel, Karen Staples, Mr Heafield (Vice Principal – Achievements and Standards)
31 other attendees online

1. Welcome

Liz welcomed everyone – slightly different from usual meeting as no forum today – holding AGM that was postponed from November 2020. Welcome to Mr Heafield Vice Principal - Achievements and Standards.

2. Minutes of 2019 AGM:

Agreed and signed off (proposed Liz Dekker, seconded by Karen Staples)

These are on the Friends page on the school website if anyone wants to look -

https://www.habshatcham.org.uk/docs/20191112_FACS_AGM_Minutes_-_final.pdf

3. Chair's Report (See Appendix 1)

Agreed and signed off report (Proposed Liz Dekker, seconded Naomi Davis)

4. Treasurer's Report

Fairly short this year as we have not been able to do much in terms of fundraising.

Revenue in the first term 2019 was £3,100, equivalent period in 2020 the only income was uniforms £435 – significant drop. The Winter Fair was missed not only as fundraiser but also great event for the school community.

No fundraising at all in 2020 – at end of Dec 2020 the balance was £8,800 – the result of a number of years fundraising and no great capital payment to the school.

In January 2021 we worked with Ms Solani to identify needs in the school and funded:

- Visualisers (staff can have camera pointed at their desk/physical space and can use them in class). School funded half and £1,054 from Friends completed this so that all teachers have access to them
- Basket ball hoops for the upper site playground c£1,200 – not finalised yet.

There will be further spends through this academic year, for example materials for revision/learning that not covered by school to roll out to all students.

So we currently have £7,800 left although £2-3k likely to be spent this year.

We hope to have a fundraising event as soon as can when COVID restrictions allow.

We are also looking to maximise parent capacity to fundraise using PayPal and other fundraising channels. For this we will need an online back account which is still pending, dependent on name change registered with charity commission.

Agreed and signed off (Proposed Liz Dekker, seconded Karen Staples)

5. Proposals for action:

We are trying to pull everything together to streamline how the Friends operate.

- *Change of name to **Friends of Hatcham College***
There are 7 schools in federation – we want to make ourselves distinctive. We have been discussing this for a while as the name is very broad and doesn't represent our particular school as part of a larger Federation. The Committee met on Monday 8 March and looked at different names. We decided on a new name Friends of Hatcham College and to operate as Parent Teacher Friends Association.

Agreed and adopted (Proposed Liz Dekker, seconded Ben Robb)

- *Adoption of **Parentkind Constitution***
Old constitution was out of date. Parentkind (used to be PTA UK) have a model document that most schools use. Ms Solani agreed to this.
- *Agree to arrange **online banking** under our new name*
New name could take 2/3 weeks to be recognised by Charity Commission, but due to COVID potentially longer. Hopefully by end May/June it will be approved.

Liz Dekker proposed that Friends of Aske's apply for Business Internet Banking at HSBC and confirmed that this is permitted within our rules.

Agreed (Proposed Liz Dekker, seconded Karen Staple)

The main signatories for the bank need to be changed too – Pauline suggested

having four. For the moment until there is another co-chair these will be: Ben Robb (John Benjamin Robb), Liz Dekker (Elizabeth Dekker), Naomi Davis and Candy Engel.

6. Thank you gifts for teachers

The school staff, both teachers and support staff have gone to extra lengths, keeping tech going, providing continual teaching and support, keeping students safe. It has been a massive operation to keep everything running and we would like to show our appreciation for them.

Candy presented the proposed gesture – a pen engraved with thank you note, a handwritten card and a baked treat. Maximum budget of £500 for 150 staff. It was agreed that we could go ahead with this.

7. Uniform sale

We have been asked by the school to hold one on 6th July at the Year 7 induction day. Presumption that this will be done in the playground due to Covid restrictions. We could keep it open after school so other parents can attend.

We will liaise with the school how best to collect it and put a call out to parents. We will collect uniforms, textbooks, calculators etc.

We will also send out appropriate guidance as to the condition that items need to be in due to Covid (eg washed at high temperature).

We will also look at targeting Year 11 parents to pass on uniform/equipment on last day of school/results day.

8. Forum topics

We will have two more Forum meetings before the end of the academic year: 27th April and 15th June

Suggestions for these were:

- Art
- Computing – IT vs computer science
- School approach to catch up after lockdown

If think of anything you would like to hear about, email friends.asks@gmail.com

9. easyfundraising, AmazonSmile etc

We are registered with easyfundraising. Every time you buy online (insurance, utilities, supermarkets) donation goes to PTA at no extra cost to you. Another local

secondary school raised £780 last year. We could raise significant amount for very little effort.

AmazonSmile raises a tiny amount each spend but eventually adds up.

10. AOB

Catch-up funding

Mr Heafield highlighted that the school website has information on how the school is spending catch-up funding (eg National tutoring programme)

https://www.habshatcham.org.uk/docs/Covid_Catch_Up/Hatcham_COVID_Catch_Up_Statement_2020-21.pdf

There are 3 phases:

1. March - beginning of summer : exam classes and students going into year 7
2. Summer holiday catch up lessons
3. Next year

Recruitment of new committee members

Alison asked if anyone has recruitment drive ideas to let us know. Having lost access to new parents due to Covid how to get keen interest again. Two ways we can do this:

- Induction day – make ourselves known
- Year 7 Induction Handbook – get something in that

AP: Liz to ask school about this

If you want to get more involved – just be on committee and not chair/co-chair let us know. The more ideas we have the better. Please do come and join us.

BT Phone boxes as potential space for Friends of primary and secondary school

Possibly get a phone box from BT – used as an exhibition space? Adopt a phone box – we can renovate it – Candy will look into this.

Traffic on Jerningham Road

On 2019 AGM minutes it mentioned the traffic issues. Mr Heafield has met with Lewisham Council about traffic calming measures eg having indents in the road to slow traffic down. It's all gone quiet since Christmas.

Next meeting Tuesday 27 April

Appendix 1: Chair's report

What a year this has been! When Alison and I became co-chairs in September 2019, little did we, or anyone else, realise the challenges ahead. Working closely with our

then brand new Headteacher, Ms Solani, we set out to revitalise and grow Friends of Aske's.

We see our primary functions as fundraising, connecting parents and teachers through our Forums, reducing waste and cost through our nearly-new uniform sales and creating a sense of community through our events.

The first term of 2019/20 was the most lucrative we have ever had and the Friends of Aske's was on track to raise more that year than ever before.

With our trusty band of volunteers, we served refreshments at the open morning and evenings for Year 6 parents, at the Junior Drama Festival, at the inaugural Computer Science Fair and at the Christmas concert. We held a well-attended Quiz Night in September 2019, with BBC Radio 4's Jim Walton (who is a Hatcham parent) as quizmaster, and in November 2019, we held our third annual Winter Fair. The fair has grown each year since we started and we raised £1,600, up from £975 in 2018.

In 2019/20 we paid for bean bags for the library, (which are waiting patiently for when the children are allowed to use the Learning Resource Centre again), we subsidised Leavers' sweatshirts for the Year 13s (in exchange for some of the sixth form students helping out at the Winter Fair), and paid for equipment for the Inclusion Department to run an intervention programme for students who are experiencing barriers to learning based on Forest School principles. Again, this was just getting off the ground so the outdoor clothing is waiting for the scheme to start again.

In September 2019, we held our first Forum of the year, where Ms Solani came along to introduce herself and answer questions from parents and carers, and in January 2020 Ms Solani and Mr Gardner presented a forum on the previous year's GCSE and A-level results followed by a Q&A.

On 11 March 2020 we served refreshments at the Music Placeholders' Concert, and that was it. Lockdown hit, everything was cancelled and our activities ground to a halt.

At the beginning of this academic year, we realised there was a real crisis in school uniform supplies so arranged a Covid-safe collection of uniforms and socially-distanced sale of uniforms in the Jerningham sports cage, which raised nearly £500 and eased some of the pressure on parents. In the break between lockdowns we also had a little socially distanced coffee gathering in Telegraph Hill Park to welcome new Year 7 parents.

We have taken our meetings online this academic year and have held two very good forum and Q&A sessions – one on GCSE and A-level results and another on Student Wellbeing. Holding them online has enabled far more parents to access these

sessions than in person, with over 90 parents attending each.

With the ongoing uncertainty, we decided to postpone our November AGM, instead holding an Emergency General Meeting where our long-serving Treasurer Pauline Anderson, delivered her last Treasurer's report before stepping down. Ben Robb, who you will hear from next, was elected to fill the role.

So far this academic year we have paid for visualiser cameras which teachers have used during lockdown learning and will be able to use in the classroom now they are back at school. We have also agreed to pay for basketball hoops and posts to be installed at the revamped basketball courts at the Pepys Road site.

Looking ahead, we are planning to refresh our operations with a change of name to distinguish us from other PTAs in the Haberdashers' Federation, a new constitution, and setting up our ability to fundraise online. There is more change coming in that Alison and I are planning to step down in the summer to make way for new parents coming up through the school and to keep the leadership fresh. I will still remain involved in Friends so you're not getting rid of me that easily. We haven't been able to recruit much without holding events so this will be a priority in the coming year to grow our pool of volunteers and committee members. We have a very small core of committed people working behind the scenes, who we very much appreciate, but we need to expand that to make our organisation more representative, share the workload and to enable us to do more for students, parents, carers and the school.

This past year of not being able to reach and meet parents during the Covid lockdown period, as well as Alison's and my joint experience of being chairs and co-chairs of the PTA over the past few years, has emphasised the importance of having a working and growing PTA to continue to bring parents and the school together in the coming years. Friends of Hatcham College has a really valuable role to play in the life of the school and we hope that many more parents and carers will join us on this journey.

Ben will now give the Treasurer's report