

**Minutes of HPSA Meeting**  
**23<sup>rd</sup> October 2020**



**Present:** Tasha Back, Rebecca Berzins, Beata Csanadi-Farkashazi, Keely Childs, Vanessa Cockman, Beth Critchfield, Cat Findlater, Sam Gregory, Sinead Kanlioglu, Steve Kelly, Anna Morris, Tatiana Okorie, Arian Popalyar, Amy Sheehan, Sophie Riga de Spinoza, Ellie Storey, Candy Ton, Serena Vento

**Apologies:** Elena Melnic

**WELCOME from HPSA**

Sophie welcomed all present and expressed her appreciation for the work HPSA members do for HPSA and Hazelwood Schools.

**LAST MEETING'S MINUTES**

Approved.

**WELCOME from Ms Kilkenny**

Ms Kilkenny welcomed all present and expressed her appreciation for the video and all the work HPSA Committee and HPSA members do. Ms Kilkenny has been looking into ways to strengthen the bond in our community and enhance our children's experience at Hazelwood given the difficulties we have been having due to the unique circumstances this year.

**Ms Kilkenny talked about some of the school's priorities:**

- **Virtual workshops** - To invite people in to do virtual workshops instead of trips. Teachers will research these virtual workshops and do them in classrooms. Ms Kilkenny asked if HPSA can subsidize these workshops.
- **Clever Touch screens** – Clever Touch Screens are very useful tools to enhance students' learning in the classroom and the school is planning on buying more of these as there is only one in use in the school at the moment. Ms Kilkenny will arrange a video demonstration of this screen with a learner which then can be shared with HPSA and the parents as suggested by Ellie.
- **Chrome Books** – The impact of the chrome books has been great and children have a great time using them. Ms Kilkenny and Daniel will share the model with HPSA as some parents are interested in buying one.
- **Financial challenges** – The financial challenges are even greater this year, because of the cost of unforeseen staff cover which is only partially met by the government. Schools are getting below 25% towards this cost as opposed to what they asked for initially.

**Action: Ms Kilkenny, Daniel, Steve**

## **MATTERS ARISING**

### **A) GARDENING CORNER**

#### **Big Dig**

Unfortunately, Big Dig had to be cancelled this year.

### **B) COMMITTEE**

Great news! We have a committee which will give us time to evolve and share information, so new people can come forward to keep the charity going for years to come.

Chair:	Sophie Riga de Spinoza and Steve Kelly
Vice Chair:	Anna Morris and Mel Guy
Treasurer:	Elena Melnic
Assistant treasurer:	Amy Sheehan
Secretary:	Beata Csanadi-Farkashazi

We sadly say goodbye to some of our valued members of HPSA who supported us over the years. Thank you for all your hard work, we could not have done it without you!

Action: Sophie

### **C) CLASSLIST APP**

ClassList is a free phone app which is very useful for launching events and for visualizing what parents can buy to support HPSA and the school. It would eventually replace class WhatsApp groups. There is a possibility to sell tickets too and the GDPR issues are dealt with by the app itself. Sophie proposed a trial run for 3 months in parallel with our existing class WhatsApp groups to gather feedback from parents/carers/guardians. She will look into how to link this to HPSA's bank account. The Committee noted Amy's volunteering to moderate ClassList if needed.

Action: Sophie

### **D) SPECIAL PERSON DAY VIDEO**

Special Person Day in Reception normally coincides with Mother's Day. In 2020, it was going to be on Friday 23<sup>rd</sup> March, but sadly it had to be postponed. All the videos were taken and parents are still very keen to see the videos. Ms Kilkenny will look into how to run it and Sophie is happy to find a volunteer to put it all together if needed.

Action: Ms Kilkenny, Sophie



## **E) MERCHANDISE TO RAISE FUNDS**

The idea of merchandise to raise funds was put forward by Ellie.

- A) **Christmas Hazelwood Bear** – which would be available to buy on ParentPay for approximately £10. Student council members could promote it in classes.
- B) **Christmas Hampers for staff across the school** – Parents would contribute using ParentPay and based on the available funds, a Christmas Hamper from Marks & Spencer (£5/£10/£15) could be bought for all staff in the school as an end of year Christmas present which could replace individual presents at this time of the year. Ms Kilkenny will provide a list of staff members for HPSA.

Action: Ellie, Sophie, Ms Kilkenny

## **F) SECOND-HAND UNIFORMS**

Second Hand uniforms are collected, washed and stored by Linda who says that they are in very good condition. Anna put forward the idea of putting up a gazebo to sell uniforms and Linda suggested to take orders and put them in bags which then can be collected. HPSA will look into how to sell them in line with the Government's Covid-19 guidelines as we should minimize contact between school and homes, as well as homes and homes.

Action: Sophie, Linda

## **RECENT EVENTS UPDATE**

### **A) SUMMER FETE 2020**

Summer Fete 2020 was very different from any other events we normally run as it happened in parents' front gardens. Nevertheless, it proved to be successful and £1500 was raised.

## **FUTURE EVENTS UPDATE**

### **A) HALLOWEEN TRAIL**

This year's new Halloween Trail was advertised in the newsletter and on class WhatsApp groups. All the details have been circulated. There are at least 86 volunteers helping out with the event on Saturday 31<sup>st</sup> October 2-9pm. Children are encouraged to spot the words at certain houses following a map, make a note of them on a pre-printed sheet or take photographs and send them to HPSA to receive a prize. There will be some bonus Trick or Treating places to look out for too. Families can make a voluntary donation for participation for HPSA starting from £2.50 per child.

Action: Anna

## **B) CHRISTMAS FAMILY QUIZ NIGHT**

The idea of a family quiz night have been revisited, but HPSA is yet to make a decision on how to run it.

Action: Sophie

## **C) CHILDREN IN NEED**

Children in Need will be on Friday 13th November with Joe Wicks' fundraising event. £1 will be suggested.

Action: Ms Kilkenny

## **D) CHRISTMAS HOOPS**

Ms Kilkenny would like to continue the idea of Christmas Hoops. More details to follow.

Action: Ms Kilkenny

## **E) CHRISTMAS JUMPER DAY**

Christmas jumper day will be held on Friday 13th December. £1 donation will be suggested.

Action: Ms Kilkenny

## **F) CHRISTMAS LUNCH**

Christmas Lunch will be held again this year where children can wear party clothes. £1 will be suggested.

Action: Ms Kilkenny

## **NEW IDEAS**

### **A) VISITING SANTA**

The idea of a Visiting Santa was suggested by Steve. Santa would visit families in return of a fixed donation (TBC) for HPSA. Lee from 2M and Serena's husband were nominated to be Santa. Tasha volunteered to be Elf. Santa will not be able to visit all the children, especially who live far away. This will have to be communicated to parents to avoid disappointment. Beata suggested to use multiple Santa volunteers and distribute addresses among them.

Action: Steve, Sophie

## GOVERNORS' CORNER

n/a

## ANY OTHER BUSINESS

### A) LOST PROPERTY

Teachers are collecting and handing lost property items out in classes instead of collecting and storing them in the usual boxes.

Action: Ms Kilkenny

### B) VOLUNTEERING

Some of the attendees expressed their wishes to take on more responsibilities this year. HPSA to make a list of what is needed and the duties involved which then can be circulated and offered among these parents: Cat, Keely, Samantha, Serena, Sinead and Vanessa.

Action: Sophie and Steve

### C) RAFFLE DONATIONS IN RED BIN

No raffle donation should be put in red bins on site due to Covid-19. More details to follow.

Action: Steve, Sophie

### D) ADVERTISING

A volunteer with business links is required to organise our usual advertising campaign which will most probably be online this year.

Action: Steve, Sophie

### E) ANTONY WEBB

HPSA would like to support Anthony Webb in return for their generous and relentless help over the years. Ellie is in conversation with them to talk about the details.

Action: Steve, Ellie

## DATE & TIME OF NEXT MEETING

To be confirmed and circulated.