

Newton Poppleford School Association (PTFA)

Meeting Minutes

Tuesday 5th March 2019, 9.10 am, Station Road

Attendees: Tilli Beglin (Chair), Teri Murphy (Dep Chair), Katy Evans (Secretary), Rachel Taylor, Pia Payne

Apologies: Jon Leeson-Kings (Treasurer)

Easter Egg Hunt 2019

Date & Venue:

The Easter Egg Hunt will be held on the afternoon of 4th April 2019. This corresponds with the end of the school term. The Easter Egg Hunt will take place in the school field, while stalls, games etc will be set up in the school hall.

It was noted that we will only gain access to the school hall at 1.15 on the day of the event. As such, it maybe necessary to enlist the help of some more volunteers to help set the hall up in time.

It was also noted that certain areas of the field need to be fenced off. It was thought that Adrian maybe able to help with this in the run up to the event.

Running Schedule

The event will run from 1.30 – 3.30 according to the following schedule:

1.30pm	Start of event
2pm	Easter Bonnet Parade
2.45pm	Easter Egg Hunt
3.15pm	Raffle
3.30pm	Event Finish

Promotion/Tickets:

A letter promoting the Egg Hunt will be written (**Action Teri**) & sent home to parents via the school book bags. The letter will include a tear-off slip which can be returned to school to buy tickets in advance (**Action Tilli**). Playground ticket sales may also be considered closer to the date if required to boost attendance. Tickets will cost £2 per child.

Teri will ask Vicky to design a poster to advertise the event. (**Action Teri**)

Stalls:

We plan on running the following stalls at the event:

- Easter Bunny Hunt game (Pre-school to organise)
- Guess the weight of the cake (ask Nicole to help)
- Guess the number of sweets/eggs in a jar (Rachel to organise)
- Name the Easter Bunny (Katy to organise)
- Cake stall (general shout out for volunteers to bake goodies)
- Hot drinks
- Raffle (Ask for donations for prizes. Already have a quilt as a star prize)
- Easter Egg Hunt
- Live chicks to hold
- Easter bonnet parade (Mary Raffell to organise)
- Games
- Plant sale/seed packets (Tili/Pia to organise)
- Craft table

Easter Egg Hunt:

It was agreed that the Easter Egg Hunt should have two levels of difficulty to allow for the different age groups of children participating:

- Younger children – Collect 3x sticks (Pre-school to organise)
- Older children – Written clues/treasure map to follow in order to collect letters forming an anagram puzzle to solve (to ask Charlotte to help design)

All participants will be awarded a chocolate Easter Egg at the end of the hunt.

120 Easter Eggs have been kindly donated by a parent. It was agreed that additional eggs would be required for the event. We plan to buy an additional 40 eggs from Tesco who is currently running a half price promotion. (**Action Pia**)

Games: We agreed that there should be around 3 games at the event. Suggestions included:

- Golden egg
- Carrot pull

It was thought that Lisa maybe able to help with this (**Action Lisa**).

Easter Bonnet Parade

We agreed to ask the council for a representative to judge the Easter Bonnet Parade (**Action Tilli**). There will be an overall winner, as well as tiered prizes for runners up.

Prizes

Parental feedback from our Christmas Fair was that we should have prizes other than sweets/chocolates. This feedback was taken on board & we agreed that we could purchase some party bag filler/stationary as alternative prizes. (**Action Teri**)