

**Minutes of the BWSPA meeting held on  
12th March 2025 in the Independent Study Room, BWS**

**Present:** Tom James (chair), Bea Longthorp, Katharine James, Emma Headington, Hannah Richards, Maureen Swan, Onur Gunce, Richard Forrester, Kirsten Webster, Sarah Robertson.

**Welcome and Apologies**

Apologies received from: Kenechi Nduka-Richard, Dr Smallwood (Headmaster), Kate Doyle, Zainab Syeda.

**School Update and Funding Requests:**

School development – we have yet to hear a decision on our planning application for the Bishopgate Site; the decision is delayed a little pending a report from the Environmental Officer.

Priority applicants for uni – our students now have 8 offers for places at Oxford and another 4 for Cambridge. In addition we have 21 students applying to medical schools, 4 for veterinary science and a dentist. Outcome/offers for these will follow later this term when all of the relevant interviews have happened.

HE and Apprenticeship Day – on Friday before the half term break the Sports hall was filled with stalls from most of the universities from across the country, apprenticeship providers, employers, charities, gap year providers etc. Year 12 were the only year group in school and the staff had a training day. There was a series of lectures for BWS Year 12, and they had the opportunity to talk to as many providers as they wished during the day.

Staffing – Mike Thorne took up his post as Acting Deputy Head from 10 February. Also Neera Vashist starts as Teacher of Business Studies, replacing Mrs Jess Barber who is taking an adoption leave.

Extra-curricular – the Choir Trip to Belgium and the Year 10 & 11 History Trip to Ypres both happened very successfully over the half term break, and there are now a bewildering number of trips happening across the board as the term progresses – RS to the Southampton Gurdwara, Geography to Swanage, Year 10 to Science Live in Bath and so on. In addition there was a performance of Dr Jekyll and Mr Hyde in the Sports Hall for Year 10 by Quantum Theatre.

Sport – the 1<sup>st</sup> VII rugby players were unbeaten and worthy winners of the South Coast 7s tournament. BWS U16 boys won Embley 7s tournament (they were unbeaten throughout, 1<sup>st</sup> VII won the Gordon's 7s plate and the KS3 table tennis players are county champions. The Senior Boys' VII won the tournament at Embley. BWS U13/14/15 & 16 Teams compete in the Warwick VIIs and did extremely well, and the Senior Girls became SW VIIs Champions at Wellington last Sunday, thus retaining their title for another year.

BWS STEM Conference for Year 12 – took place on Wednesday afternoon, with 14 professional scientists talking to groups of boys and girls about their professional work.

The committee has been asked to consider fundraising towards replacing the table tennis tables for the school. Each are £999 each and in total are being asked for 10 though not all in one go. KW said she can get a 5% discount from the Decathlon website. No other long term funding requests have been made and the committee are keen to sign off on the mini-bus before committing to any more long term fundraising requests (Capped at £34k). BL to email BS and state that after the mini-bus has been purchased the committee will fundraise for the table tennis tables and ask how many need replacing now and how many can be purchased at a rate of 1-2 a year.

### **Minutes of the Previous Meeting held on Jan 22nd & Matters Arising**

Accepted.

### **Forthcoming Events/Activities**

- Chocolate Bingo – date set for 3/4/25 and tickets on sale online. Dining hall booked, poster created by KW and Mr Denham has agreed to be the Bingo-caller. All committee members to push the advertising. Chocolate donation to be collected in the school from WC 24/3/25. BL to order bingo books, SR has bingo set. Refreshments will be served, offers of cakes welcome and TJ to organise a TENS licence. KJ, HR and SR to run bar and raffle. BL and EH to create chocolate hamper prizes and support Mr Denham on the night.
- Sports Days. An opportunity to raise funds and assess the pavilion before the pitch side teas in the autumn term. Date are 21/5/25 (Y12) 22/5/25 (Y9&10) and 23/5/25 (Y7&8) BL available for all three dates and RF on 23/5. BL to get timings from Mr D-G. Y7&8 are the most supported by

parents and so a good opportunity to serve teas but all are an opportunity to serve cans of soft drinks and ice-creams. KW offered a small plug in freezer (Harnham Scouts) to put in for the duration (BL to confirm with Mr D-G).

- Rain or Shine – booked for 4/7/25 and tickets on sale online.
- Incoming Y7 parents evening – booked for 25/6/25 – KJ to investigate options to hand out to new parents
- Big Bash Cricket – 21/6/25
- Pitch side teas – no home games scheduled until the Autumn term
- Grammar Christmas Fair – 22/11/25. Date confirmed and KW to email the date to the stall holders to sign up.

There has been a suggestion by the SWGS PTA of running a joint summer fair (earliest summer 2026). The committee will await further information but in principle would welcome the opportunity for another shared venture with the SWGS PTA.

- **1000 Club Update**

Currently the 1000 club has 101 parents signed up with a total of 244 tickets. 2x families left with a combined number of 19x tickets and no new members have joined. £2809 in the bank.

## **Finance Update**

Bank currently sitting at £36k, putting aside £34k for the minibus after allowing a £2k buffer.

Payments out\*

£162 PTA subscription

£2500 to SWGS for their half of the Grammar Christmas Fair.

£66.62 WIX annual subscription

\*Payments in:\*

Charity donations

£130

Uniform sale March:

£1100

## AOB

- The possibility of gathering class reps was discussed as a way of spreading information and hopefully gathering more support for events on an ad-hoc volunteer basis. SR to gather all the potential class reps and then HR to co-ordinate the WhatsApp groups for posts to be sent out to all the year and tutor groups. Opportunities to gather incoming Y7 class reps at the event on 25/6 and skittles evenings.
- It was decided that a BWSPA leaflet would be useful to hand out at the Incoming Y7 parent's evening with dates of upcoming events, link to 1000 club, Uniform sale details, website links etc. KJ to look into developing and costing.
- As part of the annual return to the Charities Commission a list of policies has been created by TJ and will be circulated to all committee members to review. This will then be made part of the AGM process as a point for regular review. The policies include:
  1. Internal charity financial controls policy
  2. Trustee expenses policy
  3. Investing charity funds policy and procedures
  4. Financial reserves policy
  5. Safeguarding policy
  6. Complaints policy
  7. Serious incident reporting policy
  8. Internal risk management policy
  9. Trustee conflicts of interest policy
  10. Campaigns and political activity policy
  11. Bullying and harassment policy
  12. Social media policy
  13. Engaging external speakers at charity events policy

It was also decided that it would be prudent to include a GDPR policy given how much personal data we handle at various events.

Meeting closed at 20:45

Next meeting 8th May 2025.