

Friends Meeting 23rd September 2021 at 20:00

Minutes of Meeting

Attendees

Zoe Whicheloe ZW (Coordinator)
Sarah Bowen-Harries SB-H (Secretary & Year 5 rep)
Nicola Bulbeck NB (Treasurer)
Fiona Lee FL (staff rep)
Helen Omoh-Mensah HO-M (Year R rep)
Alex Bennett (Year 1 rep)
Hannah Shanks HS (Year 2 rep)
Suzanne Taylor ST (Year 3 rep)
Elise Hedderley EH (Year 3 rep)
Dee Collins DC (Year 5 rep)

Apologies

Rachael Jolley (Year 6 rep)
Maxine Slate (Year 6 rep)
Danielle Atkinson (Year 1 rep)
Emma Cotter (Year 5 rep)

1. Welcome

SBH opened the meetings and thanked all new Friends reps for their attendance and support.

2. Introductions

- a. Welcoming new Friends
- b. Thanks to retiring Friends

Special thanks was paid to the retiring chairs, Natasha Bloxham and Rachel Jolley and secretary Nicola Reynolds.

3. Vision for the Friends

The group discussed the vision for the Friends and the importance that building a sense of community will be a key focus for the year ahead – especially given the year that the community has faced with Covid.

Group discussed that we needed to ensure that events organised were inclusive, and provided opportunities for all within the school's community to take part – we would need to be mindful of costs to ensure that this could happen. Additionally, we would pay particular attention to fundraisers included as part of the May Ball to ensure that there was no 'added pressure' to take part given financial restraints on some families.

Varied communications were considered to be a key part of the vision, recognising that not all parents use social media and whatsapp messaging services. Friends messaging would therefore also need to be channelled through office via text/email as appropriate.

1. A further point for consideration was the need to reduce on single use plastic and be mindful at all events of our impact on the environment / our carbon footprint.

4. Upcoming Events

a. Fireworks November 13th & creation of a sub committee

Confirmed that the fireworks display at the school is planned to go ahead on the 13th November.

FL stated that this is the most significant event where health and safety is of greatest concern. Extra diligence would need to be taken.

A Risk Assessment would be required. SBH will look through this and engage with Nicola Reynolds and Elaine Hancox at the school as required.

It was agreed that a sub committee would be set up to discuss detail around this event. EH and ST agreed to be part of this sub committee in addition to RJ, S-BH, NB and ZW.

ZW confirmed that at the 2019 event, 253 tickets including those for under 4s (although no charge for under 4s) were sold. NB confirmed that there were no takers from local residents offered a complimentary ticket on account of living close to the school.

Discussed that the idea of an 'Early Bird' reduced ticket would be a good idea for families to take advantage of lower ticket prices. Pricing and details to be confirmed at sub committee meeting.

Agreed that getting the Scouts to support would be an added enhancement and reduce on need to source volunteers from the school. NB to speak to Scouts.

FL stated that it would be prudent to determine what Oasis are planning to do by the way of reducing ticket sales for the purpose of health and safety, particularly due to Covid.

b. Christmas Festivities

i. Proposed plans

1. Christmas Fair

Group discussed that overcrowding is always a challenge. Group talked about how it would be important to have stalls located outdoors and potentially minimise usage of hall and other areas to help avoid overcrowding.

ZW confirmed that church are planning to run an event on 27th November which was a pre-requisite in determining that the school running their fair.

ii. Disco December 13th

ZW confirmed that the school disco is due to go ahead on the 13th December. FL and ZW to consider whether a separate mini disco for Year R on the same day would work or include them in the infants disco.

iii. Coulsdon Rotary Father Christmas

SB-H stated that there is an opportunity to support the Rotary's Father Christmas fundraiser where the Friends stand to receive some of the funds that are donated if they take part.

Friends recognised that this would be a relatively easy way to raise money for the school, but also would work as positive PR for the school in that we are supporting wider charities in their fundraising efforts too.

SBH agreed to send message confirming that Friends would be eager to support this fundraiser and a team would be put together to help.

Group discussed Christmas Lights Switch On. SBH to contact Rotary Lead to determine if the School would be required to support with their school choir/stall this year.

iv. Christmas Cards

DC confirmed that she would like to co-ordinate the Christmas Card/ design offering as she had done last year. Around £250 was raised last year. This was agreed by the group. Designs would need to be received by DC before October half term (22/10). It was confirmed that no quarantine would be needed on the cards prior to distribution out to parents.

c. Cake Sales

FL to determine whether cake sales could restart with Mrs Mitchell.

5. Newsletter

ZW is drafting the newsletter for distribution shortly and will be including key dates for the diary.

6. AOB / Ideas / Suggestions

Movie Night was discussed and agreed that this would be well received by the children as well as parents.

Groups discussed that there would need to be clear guidance on deadlines for tickets given overhead of managing late comers as well as safeguarding considerations.

Quiz night was thought to be a good idea however this would be held later in the year, possibly after the May Ball.