

Friends Of Shanklea

**Minutes of Meeting**

**Monday 21st June 2016**

***Present:*** Sarah Brown, Sarah Willoughby, Jennifer Wealleans, Clare Bowart, Emily Rigg

***Apologies:*** Josh Rutherford

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| Chair – Sarah Willoughby  Minutes – Sarah Brown | **Action** |
| Sarah Willoughby opened the meeting by welcoming all members and thanking them for their attendance.  SW & SBr presented the financial statement (attached)  (delays in delivery of new play equipment due to School closure over Summer holidays, SBr will chase dates)  New logo presented to group, all approved the design with one slight improvement suggested, flag to have a maroon background. SBr has contacted the designer and the final design is complete.  cid:9FC0B820-CE52-4D1C-9090-33A094E0D874@Home  SW and SBr discussed Headteacher’s requests of project to run this year with the group.  Harvest Festival – Design a Scarecrow optional competition. Scarecrows to be brought into School and displayed around the Hall during the Harvest Festival Assembly. One winner from each year group, winners will receive a certificate and a bag of sweets. SBr – create certificates, JR – design promotional flyer, SW – purchase sweets.  Read For My School project through Book Trust – Runs from Jan- April, Children are encouraged to read and log books which they have read on the Read For My School system, they will be awarded certificates and prizes when they reach a certain number of books, Bronze, Silver and Gold awards available. Compared this scheme with the Usborne Sponsored Read Scheme. All decided would prefer to run with the Usborne Sponsored Read Scheme. We would launch this scheme on World Book Day in March. JW will contact her friend who is an Usborne book rep for more information on the scheme.  Ideas on how to encourage new members to join “Friends Of Shanklea” was discussed. Discussed how to promote “Friends of Shanklea” to new parents. We need to make it clear that parents/grandparents are not expected to attend every meeting and every event, other help is required, such as folding raffle tickets, creating hampers, contacting companies for raffle/donation prizes.  Ideas to recruit, JR will create a flyer in the style of “Your Country Needs You” but wording will read “Your School Needs You” a picture of Helen will be used. The foreword from the FOS section of school website will be used (SW to check if any changes required). Flyer will have a tear off slip for parents to return if they are interested in joining FOS or are able to help out in other ways. Flyer will be distributed to all parents, will be put on noticeboards, e-mailed to parents and put on the Newsletter, Website and App.  Friends Of Shanklea Success Wall – SBr to speak to HB to request display area for FOS to display who we are, what we have achieved etc.  DBS Checks – To fall in line with School procedures of renewing DBS checks every three years, Patricia Reed, Clare and Darren Bowart’s DBS are due for renewal. SBr will provide documentation to be completed and will organise DBS checks.  New Fundraising Ideas:  Discussed how we would like to introduce new fundraising ideas this year.  Suggestions were: “Girl’s night out” – pamper and fashion show evening. Fashion show by “Eleven” hair and make tutorials by local hairdresser and beautician. Possible nail technician to paint nails, Peter Allan singing at Event, Stella and Dot stall. Champers and Cupcake on arrival. Would like to make it a “classy” evening for ladies. Ticket Event, possibly £10 per ticket. SBr to speak to HB to organise date, JR to design flyer, SW & SBr to contact businesses.  Other suggested ideas:  Dinner Dance at a Hotel  Band Night  Afternoon Tea and Art Exhibition  Swishing Event for Childrens Clothing  Uniform Swap Shop  Christmas Card Designs  Will run this through Cauli Cards same as last year. Designs need to be submitted before October half term. HB has organised for classes to have time to design cards in October. SBr will order class packs. We will need volunteers to check the cards off before they are collected.  Xmas Fair:  All to have a think of a theme for Xmas Fair, we already have the Elves Workshops booked in, Santa will be here giving out presents. Mrs Claus (C Bowart) will be mingling with the crowds giving out candy canes to children. Discussed the idea of a Reindeer to add the WOW factor to the event. Reindeer hire would be approx. £500, all FOS to agree this expenditure before SW will book. FOS members to respond.  SW requested all members of FOS contact businesses for Raffle donations. Will discuss Xmas Fair at the next meetings. Please can everyone come with some ideas.  “The Giving Machine” we need to promote this NOW! Ideal time of year when lots of parents and staff are starting online Christmas Shopping. Simple way to raise funds! Will promote on newsletters etc.  Event Dates: 2016/2017  Halloween Disco – 17/10/16  Christmas Card Design – October Half Term  Girl’s Night Out – 10/11/16  Xmas Fair – 09/12/16  Valentines Disco – 14/02/17  Sponsored Read Launch – 02/03/17  Easter Egg Comp and Treasure Hunt – 07/04/17  Afternoon Tea and Art Gallery – 19/05/17  Summer Fair – 08/07/17  Leavers Disco – 20/07/17  Next Meeting: Tuesday 8th November 2016 3.30pm | **SBr/JR & SW**  **JW**  **JR/SW/SBr**  **SBr**  **SBr**  **All**  **All**  **All**  **SBr**  **All** |
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