

Drayton Community Infant School

Friends meeting

Tuesday 15<sup>th</sup> November 2016, at 7:30pm in the Staff room

**Minutes**

**1. Present and Apologies:**

*Present:*

Fran Baker, Jennifer Hurn, Marie Smith, Andy Bodycombe, Denise Slaughter, Claire Mander, Lauren Jackson, Maria Voors, Rachael Williams, Tabi Pierre

*Apologies:*

Becki Chick, Philippa Martinez, April George, Kelly Smith, Matt Cross, Rachael Aldred, Suzie Clare

**2. Minutes of last meeting and Matters arising:**

No matters arising

**3. Treasurers report:**

There was £7773.34 in the bank as of the end of October after banking income from the Quiz night and Fireworks event.

Barclays are still having issues transferring the details of new members.

**4. Fireworks review:**

This year's fireworks event went really well and raised £1755.86.

There were no medical incidents other than a pre-existing medical condition.

**Feedback-**

There needs to be more lights where the tickets are being sold and around the stalls to get people's attention as well as to help them to be seen in the dark.

There was a dip on the grass as you walk around to the field. This could have caused potential health and safety issues, so must be considered at future events by having better lighting or possibly a marshal.

If the lobby lights and some of the year 1/ 2 class room lights were on this could help with the lighting issues at future events.

There were 200+ tickets sold on the day at school and more on the door.

The Samba band from the Junior school apologised for not being able to help at short notice but would be interested in future events.

#### **5. Christmas cards update:**

This made about £444 but our income from this is £80.

For next year we will get the information from Sarah Jefferies about a local company.

We will ensure that there are several options again as having additions like the thank you cards worked well.

We need to ensure that teachers get the information so that they can discuss with parents when asked and remind parents of deadlines in the future (by putting it on their class boards.

#### **6. Disco:**

The next disco will be Friday 2<sup>nd</sup> December.

Suzie is still happy to organise this.

Tickets will be sold in advance again. We will note the difference between advanced ticket sales and on the door ticket sales.

Rotas will be put up in the school reception area next week.

Reception children can attend this disco. We will check with the reception team that some of the staff will be able to attend as they tend to get upset at their first disco.

Andy will look into re-usable cups. They would be more economically friendly as well as being more robust so there will be less spillages.

Need to know if these could go into the dish washer on a short cycle during the disco.

#### **7. Junior School Christmas fayre:**

Marie and Jennifer will be doing the decorated envelopes.

We will need approximately 300 envelopes and Marie will look to find raffle ticket books to use.

Cheryl has suggested using the left over sweets from the fireworks to make additional envelope.

#### **8. Future events:**

Art work display:

This generated discussion from staff as there were concerns over the overall cost and that parents would then be given the art work at the end of the year. Also how would the children feel if the parents didn't buy their art work.

They discussed doing a school based event where staff laminated the child's work and put on an in-house display where it could be sold for around £2 then the proceeds would go to the school. Each year group could have a theme or could explore a particular artist.

The Acting Head will be discussing this with the art lead (Mrs Forbes).

January is too soon but this could be done around April when there is not too much on.

Crackers:

The crackers without hats are cheaper but also they were concerns over how upset children got over having specific coloured hats or getting upset if their hat rips.

Maddie is happy to organise these at a cost of £27 for 300.

### **9. Class reps:**

We will be trialling using whatever network is currently being used by each class. Some classes have a facebook page where as others use emails to communicate messages, so this will be used by the class reps to get messages out.

Tabi- to ensure updates are given to Maddie to put on the school facebook page.

Teachers could also be given the information, to put up on the white boards during reading mornings.

Mail chimp- for information sharing. Andy will discuss with Sarah Jefferies about using the current school network to share information.

### **10. Advertising:**

Maria has painted an A frame with blackboard paint which can be used with water proof pens. This will be updated by her regularly with recent updates.

Maria to ask Matt if there is another A frame available to put by the other school entrance to ensure all parents can see the relevant information.

### **11. Feedback from teachers:**

The head of years need to know an amount that they will be given to buy resources. For year 1, the outdoor areas are lacking science equipment.

Reception classes need more resources, as they offer more free-flow play outdoors.

Andy has offered some pipes and possibly making a musical instrument with them.

## **12. Scooter racks:**

The re-cycled pods are about £350 and can hold up to 12 scooters.

Scooter racks are about £180 and can hold up to 18 scooters.

Maria has emailed Matt different sites to have a look at and confirm which will be most appropriate for where they will be sited.

Fran will look into the donations given by the closing down of the previous nursery and to whether the funds must be spent on specific items.

## **13. Any other business:**

Cycling to school:

Andy will look into whether there is additional funding to encourage cycling to school. This will be discussed next time.

Also whether it is considered safe for children to be cycling outside of the Junior School as there are current parking/ driving issues which may make this unsafe to do.

Cake sale:

This has been given back to the school to organise as of Mrs Bates wishes.

Teachers have discussed- whether they could be opened up to reception classes.

If each could keep the money raised and use it to buy resources for their class.

There does not need to be tea and coffee, and it could be within each class as well as at the front of the school for extra sales.

Pamper event:

This could be a good opportunity to advertise to local parents and the community the different products available. This would encourage socialisation with parents.

This is going to be organised by a parent from Otter class. Any money raised at this event will go to the School as it is not part of a Friends organised event.

If this could be done around February or March it would coincide with mothers day or valentines when people will be looking for these types of products to buy.

Mother's/ Father's day gifts:

There are concerns from staff on the effects to children whose parents do not send in the money. Children are upset that they get to choose a gift but are not given them to take home.

It has been suggested to change it to possibly around valentines day where children can choose a gift for 'someone we love' or to have a special persons day.

Movie night:

We cannot charge for watching a film but can charge for refreshments.

Denise will find out whether this worked well financially for the Junior school.

Cakes:

It was agreed that the Friends will get some cakes in for the teachers during the last week of school. Also taking into account there is a vegan member of staff.

**14. date and time of the next meeting:**

The next meeting will Monday 23<sup>rd</sup> January at 7:30pm in the staff room.