

MINUTES of FOSS Meeting
15.11.23 @ 1930hrs
Held online via Teams

1. Present

Katie Lightfoot, Leanne Mulley, Jo-Lin Fearn, Charlotte Tracy, Matt Walker, Ruth

Apologies

Amy Pilkington, Zoe Ratcliffe, Kelly Larkin, Holly Bedder, Lauren Coleman, Erica Auger, Amelia Bowen

2. Minutes Agreed and Actions from last Meeting.

All agreed.

- 2.1** Discussed suitable ways to communicate to parents who may have difficulties with providing payments for events /school trips and may feel discouraged for their children to participate due to the current high cost of living and methods of contact, so that the parent/s feel comfortable to approach and speak to the school in confidence.

Matt to put information in the school bulletin on local charities or trusts that may be support families financially.

As agreed, future events will ask for a suggested donation so that no parent or child feels discouraged or excluded.

3. Bake Sale/ Halloween Hair Feedback

- 3.1** The Bake sale on the 18th October in the school hall was a success and raised £123, thank you to all the parents who baked and purchased!

We also took the opportunity to sort through the second-hand uniform and provide a selection to purchase with a small donation. This made a total £32. It has been agreed that this is a good opportunity to raise additional funds and make parents aware that second hand uniform is available, therefore a selection of uniform will be available to purchase at future Bake Sales.

- 3.2** Halloween Hair Day took place on Monday 30th October, a change from the proposed Tuesday 31st October due to School Photographs. Donations taken £67.86. Most of the children participated, and there was great excitement when the children arrived back to school after half term with their Halloween Hair! Feedback from the school was that it was fun and caused minimal disruption. Due to this success, FOSS would like to hold similar fundraisers once a term, ensuring that we do not coincide with other national charity events which the school may participate in.

Thank you very much to Amy Pilkington for designing a fabulous poster to advertise the event!

4. Fundraising Achievements & Requests

- 4.1** With the combined funds from the Bake Sale, Uniform Sale and Halloween Hair Day, we are pleased that we have achieved the amount pledged for the School Reading areas (£70 per Class) and the school can go ahead to purchase goods to create a comfortable reading area in each classroom.

- 4.2** Rudolph Cards raised a total of £95. The orders will arrive in due course.

- 4.3** Easyfundraising- £70 received for this quarter. To encourage more parents to sign up/or shop via Easy Fundraising, especially over the festive season, details to sign up will be put in the School bulletin/ reposted on Facebook as a reminder.

- 4.4** The school have asked FOSS if we would like to contribute to raise funds to go towards a new climbing frame for the KS2 children, as unfortunately, after standing for almost 20 years, it has now been condemned and is unsafe for children to play on.

The school have confirmed they have funds to support with some of this cost. But would like to minimise cost as much as possible, particularly for the removal and disposal of the old climbing frame, which has been quoted to exceed around £3k and potentially a similar cost for a suitable replacement.

It has been agreed that the school are happy with any amount of contribution from FOSS. We discussed, voted and are all in agreement, that the funds raised through FOSS events for the rest of the academic year will go towards the KS2 Climbing frame, as a sole fundraiser with an initial target of £1000.

Requirements for the removal to be confirmed, Leanne & Lee Mulley have kindly volunteered to assess and potentially remove and dispose of the old climbing frame.

5. **Christmas Party and Christmas Surprise**
- 5.1 The Christmas Surprise to go ahead with a replacement Father Christmas as Claire Smith's father is unavailable. Dependant on availability, this will take place on the 18th/19th/20th December. Each child will receive a net of Christmas Chocolate purchased by FOSS. Matt to advise and check on allergies. Leanne to purchase chocolates.
- 5.2 The Christmas Party is confirmed for Tuesday 12th December 6:00pm-7:30pm with the Saxlingham Nethergate Village Hall booked and entertainment 'Go Awesome' confirmed. With thanks to Leanne for confirming and booking these! Ticket prices are £4 each, an increase of £1 from last year, to cover costs of the entertainment, venue hire and refreshments. Due to issue with banking at local Post Offices, we will encourage parents to pay to reserve their child/rens place via BACS. Letter to go out the parents via email/bulletin with details and specifying that parents are required to stay with their child/ren throughout the party or a nominated adult to be responsible for their child due to insurances. Ice cream/ lollies and squash available for every child on the night. Teas and Coffees available for parents with a donation. Responses and payment to be made and confirmed by Friday 1st December. Volunteers needed to help on the evening- Katie, Jo-Lin, Leanne, Charlotte confirmed.

6. **January Regifting Raffle and Valentines Bake Sale**
- 6.1 The idea of the Re-Gifting Raffle is to recycle any unwanted/ungifted items, through donating them to FOSS as raffle prizes. Communication will be sent out before Christmas to encourage parents to hold on to any unwanted/ungifted items to donate at the start of next term. Raffle ticket sales on sale for 2 weeks to maximise sales from mid-January and the prize draw will take place on Tuesday 6th February, in the school hall, at 3:15pm. Parents are welcome to attend, or if unable to, prizes won will be held for them. Katie to contact local supermarkets for any donations, as they may have items left unsold from Christmas that they are willing to donate. Jo-Lin to design poster to advertise event to be put on the Bulletin/ posted on Facebook. Leanne to purchase raffle tickets.
- 6.2 Valentines Bake Sale will take place on Wednesday 14th February.

7. **'FOSS Information' on the School Bulletin Feedback**
- A 'FOSS Information' column has been included in the School Bulletin this term which provides information on FOSS events, fundraisers and dates. This is useful to inform new parents/ parents who may not follow FOSS on Facebook/WhatsApp, to what FOSS do and how they can support us. This is a positive feature and should remain on the weekly school Bulletin. Easyfundraising information and figures to be added to show the ease of raising funds for the school through online shopping.

8. **AOB**
None to report

Date of next meeting: Monday 15th January 2024 via Microsoft Teams.