



**FRIENDS OF
THE MEAD**

Friends of the Mead (FoM) Meeting

Wednesday 30/10/19

Minutes

Attendance: Ruth Campbell, Tammy McIntosh, Nicky Roche, Emma Kent, Tamasin Absolon, Alice Patience, Katie Lillie, Jacqueline Hicks, Alicia Faith, Emma Thornton, Gemma Taylor, Carrie Woolger, Rachelle Sanford, Simone Mowling, Rachel Truman, Matthew Grogan, Claire Curran, Andrew Webster

Apologies: Cleo Callaghan, Shelley Wadsworth, Sian Haines, Claire Chattenton, Rebecca Hall

1. Introduction, apologies and matters from previous minutes – Emma Kent (EK)

- EK was informed by RC that an assembly will now take place every Wednesday so FoM moved to the music room until 9am and then back into the dining room. FoM Meeting day needs to be changed.
- TM asked for an update from previous library conversations. MG confirmed a colleague from work with library experience is willing to come and help The Mead develop a basic library system, free of charge. Parent volunteers and Year 6 will look to manage it. Nicky Roche, Alice Patience and Carrie Woolger volunteered to help.

2. Movie Night feedback and figures – EK and MG

- EK felt movie night went well and there has been positive feedback. No canapés offered this year which was fine.

- FoM sold 15 less tickets compared to last year but considering we gave parents less notice (2 weeks instead of 4 weeks), there was a solid turn out for the event.
- Parents drinks felt a little less busy than last year but was more profitable due to the introduction of G&T's and using up leftover gin, tonic and beer supplies from Meadfest.
- Film night made a profit of £881.
- It was noted that it's a good idea to ask parents to remain on site during the event.
- TM suggested we get a date for October 2020 film night at the end of the summer term to ensure plenty of notice is given to existing and new parents.

3. Ball tickets and auction - EK

- There are a few tickets remaining for the Starlight Ball and sales for these tickets and pre-orders of wine will be available on the FoM website until Sunday 3 November 2019.
- 150 tickets have been sold which is less than Mrs Culley's leaving do, however there is an appreciation that was a different event held at a different time of year.
- EK had feedback that some parents felt that holding a ball in November coincided with an expensive time of year and were unfortunately unable to support it.
- The Auction that will be held during the ball has attracted donations from some very generous parents, including accommodation offered in London, France and Washington. Monies raised from the auction will be key towards boosting FoM funds. Claire Curran to develop flyer to distribute to parents, hopefully early next week.
- Parents and relatives/friends who can't attend the ball will still be encouraged to bid on auction prizes prior to the event. EK asked class reps to feed auction information back to the year groups and build some excitement and momentum towards the bidding.

4. Children's Christmas morning/Hampers - ALL

- FoM and staff will run a Children's Christmas Morning on Friday 13 December in school time which will include Jolly Jam Jars (on a swap basis

within classes rather than a sale), tattoos, Lucky Dip run by FoM volunteers in the gym and a Santa's Grotto run by FoM Y6 reps & Y6 'elves'.

- Themed Christmas Hampers will be raffled again this year, RC advised that each year group is allocated a theme and parents usually donate items to go into a hamper (or a class rep can take a collection, which also covers the cost of items going into the hamper and supplies to make the hamper), put together by a class rep.
- Costs towards putting the hamper together will not be reimbursed by FoM.
- Kindergarten/Pre-Reception – 1 x Xmas
- Reception 1 x movie night and 1 x Love Local
- Year 1 1 x Chocolate and 1 x Pamper
- Year 2 1 x Health and Wellbeing and 1 x Organic
- Year 3 1 x Stationery and 1 x Italian
- Year 4 1 x Games Night and 1 x GBBO
- Year 5 1 x Foods of the World and 1 x Arts and Craft
- Year 6 2 x Booze
- Hampers will be due into the office on Wednesday 27th November.
- There were discussions as to when the Hamper raffle should be drawn, possibly at Carol's service but questioned whether that was an appropriate venue or on Friday 13th at school. (Update: the draw will take place first thing on the morning of Friday 13th & winners will be notified by email/phone so hampers can be collected when picking up. Raffle tickets will be sold in book bags, several mornings at drop-off & before Nativity performance and Carol Service)
- The Children's Christmas morning will have Santa's Grotto run by year 6 and year 6 children dressed as Elves. They will take a classroom at a time into the grotto and there will be a FoM activity area set up in the gym. Children will be invited to wear Christmas jumpers to school.
- Budget to be £2 per child, collected at the school in the morning of 13th.
- There was discussion around how to ensure £2 is collected to ensure a contribution from each child. It was agreed it is hard to monitor.
- Jolly Jam Jars will be due in on Friday 6th December and children will be able to swap their jar with a classmate's jar. They will be judged as in the past either by an FoM Committee member or Elizabeth, with winners for the best in each class.

- SM asked if Early Years children who don't usually attend school on Friday can come in for the event. **RC to follow up**
- EK asked if class reps could send out a request for parent volunteers to help with this event.
- There was also discussion around whether to ask for donations for presents for parents or lucky dip, or use what is left in EK's basement. **TBC.**
- EK asked AP to research options for Christmas themed activities to do in the gym that will be easy to run and quick. Suggestions include buying and wrapping a present for Mum/Dad, Lucky Dip and arts and crafts.
- NR offered to run Christmas themed tattoos.
- AW has been asked to be Father Christmas.
- EK to draft communication to go out to all parents re: Christmas Morning the week after next.

5. Christmas cards/mugs/bags - EK

- Emma will send out parentmail regarding ordering for the cards/mugs/bags.
- Most children should have completed the Christmas card design in class and sample cards and order forms should be in bookbags this week. Some parents noted they hadn't heard or seen the card template, so EK will look to do second batch order if there are enough new templates returned.
- AP offered to help EK with details input and EK asked reps to ensure parents know to include correct money or cheques in sealed envelopes with their order.

6. Own clothes day – EK

- There will be an Own Clothes Day on Friday 8th November 2019, committee volunteers will collect money in buckets at the front of school in the morning of Friday 8th.
- Suggested donation £1-2 per child.

7. Fundraising projects - ALL

- RC advised quotes for the new playground area are in and options are being circulated to teachers this week. Approx cost will be £10k.
- Mrs Latty has put together an art supplies wish list.
- Shelley Wadsworth bought MANGA supplies, needs to send invoices to FoM.

- AP mentioned floodlights and whether these are effective enough, RC advised that these are being looked at.
- CW mentioned lights at the school gate, RC to look into. (Update: this is being actioned by the school)
- EK mentioned projector/system in gym and whether this needs to be reviewed, it appears outdated and slow. (Update: Feedback from school is that the issue is that there is no DVD facility on the pc in gym & that this is straightforward to update by installing an app.)

8. Easy fundraising - EK

- EK mentioned Easy fundraising and how easy it is to use and asked class reps to communicate this to parents. EK to circulate details.
- Easy fundraising works online at 1000s of retailers such as John Lewis, Sainsbury, Amazon, M&S and can be easily set up on your computer and via the donation reminder which prompts you every time you shop.
- You can download the app on your Ipad or phone and all you do is tap on the app, then search for your chosen retailer and click.
- We currently have 14 parents using it and some have raised over £15 each in a few months, so it's worthwhile signing up for.
- RC will add a reminder in the newsletter.

9. Matched Funding Scheme - EK

- EK has recently been informed about Matched Funding Scheme and will circulate the list of companies who will match funds raised at an event if an employee volunteers at that event. EK to draft a communication to all reps about how to use easy fundraising and matched funding.
- EK is keen to use this for the Starlight Ball, Meadfest and other FoM events.
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10.AOB – All

- Andrew Webster joined the meeting and showed a few pictures of what the new playground equipment may look like. Further details to follow.
- Quotes are in a little higher over £10k, but he is negotiating.
- Further to asking parents for feedback for the new school handbook, AW suggested the possibility of asking class reps to lead/monitor/channel positive and negative parent feedback and questions to AW, specific to

their year group, as well as issues that are being discussed informally, that may be helpful for the school to be aware of.

- There is concern that this may put unnecessary pressure on class reps to 'filter' comments and have difficulty determining how strongly parents may/may not feel on particular issues, but agreed that a specific, structured forum individual to each year is a good idea.
- **It seems there will now be a school assembly held every Wednesday morning so new day needs to be agreed.**
- **Next meeting: Thursday 28th November 2019, 8.30am, location to be advised, all welcome**