

Meeting Minutes

Date: 10/10/2025

Attendees: Sam, Emma, Jess B, Jess G, Ronnie, Gina, Dana, Becca

Apologies: None

Agenda & Discussion Points

1. Attendance

- Sam, Emma, Jess B, Jess G, Ronnie, Gina, Dana, and Becca were present.

2. Apologies

- None recorded.

3. Approval of Previous Minutes

- Previous minutes were approved.

4. General Updates on Upcoming Disco

- Handover, first aid, and risk assessment still need to be completed.
- Items to be purchased: sweets, crisps, drinks.
- Suggestion to set up an auto-response for forms next time.

5. Break the Rules Day – Postponed

- Event postponed to the New Year.

6. Festive Activities

- **No Uniform Day (28th November):** Donations requested for hampers.
 - KS2: sweets
 - Rest of the school: hamper items
- **Raffle:** Colour themes for each class.
- **Activities for Christmas stalls :**
 - Box surprise, followed by a game (ideas to be discussed in the helpers' chat).
 - Sweetie tombola.

- One additional activity (suggestions to be gathered from helpers' chat).
- **Santa Visit:** Possible visit with book giveaways.
- **Extras:** Crackers and hot chocolate to be arranged.

7. Fundraising Events

- **Readathon:** Organised by Jess B.
 - Reading Month: February
 - Event Date: 5th March
 - Materials needed: reading sheet and cash collection envelope.
 - To confirm: What will the reading sheet look like?
- **Break the Rules Day:** To be held in the first half-term.
- **Chocolate Donations:** Consider requesting.
- **Older Children's Books:** Request for donations.
- **Chocolate Bingo & Community Centre Event:** Tentatively planned for 20th March.

8. Upcoming Events

- Break the Rules Day
- Colour Run – 6th June
- Disco

9. Finance & Funding

- Nursery funding queries: Staff should speak with Mr Abbott.

10. Non-English Speaking Parents

- As we are a small volunteer group, we may not be able to provide translations for everything, but we will help where possible.

11. Termly Fundraisers

- **Second-hand Uniform Sales:**
 - No specific person currently assigned—review as needed.
 - Do this every time theres a bake sale
- **Once-a-term Events:**
 - Bake sales or ice cream days.

- Consider using SumUp for payments.
- **Next Bake Sale:** 7th November
 - Request donations from the lower half of the school.
 - Use SumUp if possible.

12. Storage and Summer Sorting

- Items need to be reorganised in the shed—move items to the front and tidy.
- Full sort to be completed over the summer.

13. Fundraising Tools

- Share the **Easy Fundraising** link to increase participation.

14. Other Items Discussed

- Conduct a poll regarding a possible November social.
- Christmas cards need to be arranged – speak with Hannah.
- Request for logo jumper donations.

Next meeting will be on the 7th November. Time and location to be confirmed.