

FOSS Meeting

28/11/2017 at 3:15pm

Present: Antony Bartkiw, Abby Goodwin, Penny Sutcliffe, Hannah Gibson – Class 2 Teacher, Jane Cahill – Class 4 Teacher, Emma Ambrose – Class 3 Teacher, Jill Wallace – School Bursar.

Apologies for absence: Mark Scott – Head teacher and Jennifer Kaye – school administrator.

Agenda item 1: Christmas fair organisation

This will be held on the 8th December from 2:30pm until 4:30pm, stall holders can start setting up from 1:30pm on the day.

Antony opened the meeting to discuss the organisation of the Christmas fair and the responses so far. He advised that the uptake of stalls has been slow but looking positive. Abby advised she will advertise our fair on the 'What's on in Northowram' Facebook group to encourage local shops to offer a stall and try get as many people to attend. The cost for a stall is set at £10 upon which stall holders are asked for a donation to FOSS for running the event.

Jane and Penny have been proactive with regards to contacting other suppliers. It is looking encouraging for a card stall as well as a body shop stall. We have had a positive response from a Class 1 parent (sorry no name was mentioned) about a Glass and Prosecco stall and a big thank you to Emma Devine who has confirmed she will be having her Usbourne Book stall too. It was noted that any parents who know of any local businesses that would like to attend to come forward as soon as possible.

Hannah Gibson advised Classes will be selling the items they have made at the fair. Class 1 will be selling bagged reindeer food, Class 2 will be selling their decorated baubles, Class 3 will be selling candy cone mice and Class 4 will be selling their stockings!

Refreshments (tea, coffee, juice, mince pies) will be available by the staff room with class 3 being used as a seating area. There will be guess the weight of the cake for £1 a go and guess how many sweets in the jar at £1 a go too.

Antony agreed to get the supplies for the fair refreshments, cake and jar of sweets. It was noted that we could use more parents to help.

Agenda Item 2: Any Other Business

Last day of term and Santa.

It has been agreed that FOSS will be getting the presents in readiness for the 22nd December. Jane said she would get the wrapping paper but Jill is to send a text to see if any parents can donate a roll or two! We still need a Santa and Jennifer will try contact our regular, if he is unavailable it was noted we will struggle to find a replacement Santa and will need help from other parents/carers. The team tonight agreed wrapping of the presents might be a tad tricky due to everyone having children. It was agreed Jill will hide as many things as she can in her office and will also wrap when she can. It was noted extra help here would be good.

The meeting closed at 4:00 pm.

Meeting Observed and Minutes prepared by Jill Wallace.

Minutes approved by Antony Bartkiw 28/11/17