

Friends of Hartsfield School Association

Meeting Wednesday 21st September 19:30 Staffroom

Attendees: Nicky Gough, Sarah Berry, Philippa Smith, Lynda Caldwell, Emma Weaver, Kevin Lock, Caroline Lewis, Karen Goold

1. Welcome and apologies

Anna Ramsey sent apologies.

2. Review of campout

This event was very successful and raised £3,459. There has been lots of positive feedback. Capacity was increased this year to 384 attendees and we could accommodate higher. Will review how to manage BBQ queue for next year. Thank you to Kevin and Helen for organising this fantastic event!

3. Lottery: ongoing

This is going well for minimal effort, we currently have 89 tickets in the draw. Suggested this could be promoted more to increase awareness.

4. Spooky disco: 13 October

Mr Darcy will serve hot dogs and fhsa will serve biscuits and squash. Need four helpers from 16:00, KS1 runs 16:15-17:15 and KS2 17:30-18:30. Discussed best way of identifying any food allergies. FHSA to provide bunting/decorations for the event. Karen will run pre loved uniform in the outdoor classroom.

5. Winter fair: 19 November

Plan to hold event outside again this year, but can move indoors if weather is unfavourable. 3,000 raffle tickets to be ordered with draw at 14:30. Will have cash and hampers as the main prizes. There will be a dress down day on 11 November in return for items for winter fair – we will not ask for toiletries this year.

Choir to open event but may move them to front of the school. Will review layout to minimise queues and congestion. To look at the running/winning odds for bottle tombola as that sold out quickly and could make more money. Six stalls already booked, will not advertise as normally get enough.

Grotto – pre book appointments again but look at increasing numbers e.g. two appointments in five mins. Will use advent calendars as gifts. Anna and Sarah to liase re organising payments could use qr code or bank transfer this year instead of school payment system

Sarah to apply for TENS license, will discuss with licensing team before submitting re indoor & outdoor option. Need to submit ten clear working days (not including day of event or submission day).

To consider best way of getting volunteers to sign up, could set up a volunteer email list. We may run an auction for high value sports items we have been donated.

6. Wrap a present: 2 December

Nicky and Philippa will meet to order most of the gifts, Sarah to send copy of stock list and sales. We will have full use of the hall on Thursday afternoon to set up and will use side room for refreshments as that worked well. Lots of volunteers needed.

7. Quiz

This will be moved into the spring term, Nicky and Anna to agree a date.

8. Next meeting

Wednesday 2 November 2022 19:30