

Excalibur Primary School

FOE Meeting – Monday 7th October 2019 @ 5.00pm

Attendees: LH, DH, RC, SC, EH, SC, NB, SH, SP, GQ, ET.

Apologies

- **Heather Swift**
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Minutes

1. Bake Sale – Friday 11th October @ 3.15pm.
 - Individuals volunteered to cover the bake sale on Friday.
 - It will take place in the hall – half of the hall will be reserved for football and the cakes will be sold on the right hand side.
 - Bags available in the FOE cupboard which can be used to take away.

2. Disco
 - Taking place on Wednesday 6th November.
 - Enough volunteers are available for both KS1 and KS2 disco.
 - Ted Blank to be the DJ for the evening.
 - School staff to cover toilet duty and extra support.
 - Disco lights to be sought out in time for the disco. Current lights are in somebody's loft.
 - Snacks (crisps, drinks, etc.) to be provided from the kitchen hatch. Three volunteers in the kitchen. Two or three in the hall.
 - Payment to be taken on the door. Glow stick also provided with the cost.

3. Christmas Fair – Friday 6th December 2019 @ 5.00pm until 7.00pm.
 - All people to wear Christmas jumpers.

Raffle Prizes

- Raffle prizes for Christmas to be in for 11th November.

Santa

- Santa to be located in the KS2 area.

Enterprise Project

- Year 6 to do their Enterprise Project in the computing suite.
- Rob discussed his plan for the hall and the stalls.

Choir

- Choir to perform at the beginning of the Christmas Fair. Aiming for fifteen stalls.

Stalls

- The stalls were discussed. It was agreed that the focus would be on simple, fun games.

Uniform

- Non-uniform day to be held on Thursday 5th December. Children to bring an item for the Christmas Fair. **Action: Rob to arrange which type of item needs to be brought in by each class.**

Food

- Food. Large turkey and pork baps with stuffing. A small beer and mince pie for adults / soft drink for children. £4.50 adults / £3.00 children.

Secret Present Wrap

- Present wrap to be located through the KS1 doors.

Set Up & Tidy Up

- Set up can take place from 1.30pm.
- Everyone to muck in for tidy up at 7.00pm.
- Thursday 5th December – group to come into school to set up bottles and raffle prizes.

4. General

- Discussion had about fundraising letter. **Action: Rob to sort standard letter to ask for donations.**
- Rob mentioned about “Grow a Pound” which they do at Cranberry. Each child receives a pound and makes money using the £1. Any money raised is kept for the child’s class.

5. Reception theatre request

- Mrs. Rogers requested a donation towards the reception class trip to see *the Gruffalo* at the Lowry.
- Unanimous decision was made that reception could receive approximately £150 to subsidise the cost for £18.
- Action: Mrs. Houldsworth to check with Mrs. Hilditch about the current FOE finances.

6. Feedback from Mrs. Houldsworth

- Life Education Van (which is being paid for by FOE) has been confirmed.
- Mrs. Houldsworth asked FOE if they would fund a day of guitar for KS2 with Matt at £175.00 for the day. Unanimous decision was made to fund this.
- It was also agreed that Year 1 and 2 would receive a session as well.
Action: Mrs. Houldsworth to negotiate with Matt regarding the Year 1 and 2 sessions and ask about Matt doing a performance with the children at the Summer fair.
- Mrs. Houldsworth thanked Helen Hibberd for her contribution to the Christmas cards.

7. Leavers' hoodies (2020-2021)

- Last year, FOE decided to cover half of the cost for the leavers' hoodies.
- Action: Sarah to look into costs of her provider and feedback to the next meeting.
- Decision made to keep to funding at half price for next year.

AOB

- Additional reception class rep: Chelsee Hobbins.
- Additional Year 5 class rep: Emma Taylor.

Next FOE meeting: Monday 11th November 2019 @ 5.00pm in the hall at Excalibur.