



Friends of Worplesdon School Minutes
Wednesday 5th February 2025

Attendees

Karen Pointer
Claire Mitchell
Jenny Stanhope
Judith Strange
Kim Shipway
Michelle Seymour
Tori Bispham
Marta Ward
Lauren Shelton
Vicky Hodgson

Kirsten Purcell

Apologies

Natasha Baxter
Christina Gurney
Hannah Dawe
Sarah Gosden
Jenny Wilson
Jade Gunner

Welcome

Karen welcomed all and thanked everyone for coming.

Ways of working going forward

- The leadership team discussed how in order to be able to keep up with the array of events on offer we need to ask others to take the lead in organising individual events. The leadership team will still fully support the event and be available for advice. Most repeated events will have crib sheets to follow to make the task as simple as possible.
- It was discussed how Friends of Wood Street School are having to cancel events as they are not getting enough volunteers to lead.

Points for discussion:

1. Upcoming events:
 - a. **Happy Bags** - 7th February / 27th June - thank you to Lauren who has agreed to lead - Judith to check if we can use the caretakers garage if the weather is against us.
 - b. World Book Day **Fancy Dress Sale** - Thurs 13th February - thank you to Kim who has agreed to lead. Decision made to hold the sale before and after school outside the uniform hut - Judith will request for tarpaulin to be put down and ask Dave (caretaker) to move the orange fencing. Kim is happy to price up the costumes. New QR codes to be produced by Claire. Uniform float to be used.

- c. **Break The Rules** - 14th February / 20th June. These days are an easy money-maker with minimal organisation required. Wonderful set up by Claire for donations. We discussed having themed BTR days in future but the consensus was that theming them may make it more complex for parents.
- d. **Worplelicious Bars** - World Book Day - 6th March - thank you to Kirsten & Christina who have agreed to lead.
 - i. The bars will be sold in advance on PTA Events and then distributed on 6th March, with 10% of bars containing a winning Golden Ticket.
 - ii. It has been agreed to go with Galaxy 100g bars at a cost of £2 per bar. Wood Street School sold theirs at £2.50 a bar however parents are more likely to have multiple children at Worplesdon so want to make sure its more affordable, plus there is also an economy of scale as we can purchase the bars cheaper due to buying in bigger quantities.
 - iii. The consensus was that we stick with 'in-school' prizes (House Points, class mufti day, etc) and to save external prizes for the Christmas Raffle as we can't expect companies to donate twice.
 - iv. Bars to be bought from Bookers - there were questions around whether there is a limit as to how many bars we can buy in one go and stock levels. Kim has offered to go this week to buy 750 bars.
 - v. Marta has designed some wrappers to go over the bars and is in the process of producing the winning tickets.
 - vi. There was discussion around distributing the bars to minimise disappointment for children who do not have a bar or do not win. They will either be put in school bags or we will set up tables for collection at pick up (like the Doughies event).
 - vii. Kirsten and Christina to wrap the 'Golden Ticket' bars to ensure each class has some winning tickets within their bars.
 - viii. There will also be an option on PTA Events to 'pay it forward' and pay for a bar for someone who would otherwise not be able to afford one - the school have a list of the children who would benefit.
- e. **Teacher Appreciation Day** - 2nd April - Karen to book Cafe2Go. Marta has agreed to source cakes again. It was suggested by Vicky that we could also give parents the option to 'buy their teacher a coffee'. It was agreed this was a great option as there would be no obligation to do so but would reduce the overall cost of the coffee van. Claire will set up a Wonderful link to be added to a ParentMail and parents could donate if they wish to do so - recommended donation was £1.
- f. **Legoland Inset Day** - 2nd June - this is a joint venture with Wood Street School. Legoland offer tickets for £18 instead of £34 to PTAs to offer to their school community. We need to sell a minimum 50 tickets between us and Wood Street. Families book the tickets through us but then attend Legoland as they would if they had bought them independently. Children under 3 free but need a ticket. Bookings close 6 weeks prior. Refunds will be given (less fees) if we don't get the minimum number of tickets. Marta is happy to produce a poster. We will aim to advertise before half term so parents can organise any annual leave.

- g. **Sports Day Refreshments** - 11th June / 3rd July - There was a discussion around bringing in Cafe2U for hot and cold drinks, or whether we ask them to sell hot drinks and we sell cold drinks ourselves to increase our profits. A decision was made to bring in the coffee van for the morning events and to run a tuck shop in the afternoon with year 6 students and a couple of volunteers running it. Karen will speak to Cafe2U to see if they are available and happy to attend.
- h. **Frozen Fridays** - 11th & 18th July. These are simple to run and the kids love them but we struggle to get volunteers so we have agreed on just 2 dates this year. Karen will investigate whether the freezer is still in the boiler room following all the building work.
- i. **Christmas Fair** - 23rd November 2025. This date was agreed in order to allow all those involved in the organisation to have time to spend with their families in December.
 - i. We will aim to get external stall holders booked in asap as some already had bookings by the time we approached them last year. We had a look at previous stall holders to see who we would like to invite back but decided the leadership team will agree on this.

2. Updates / events for discussion:

- a. **Amnesty Day haul / books** - we had a fantastic array of future prizes / uniform / fancy dress donations. The team has also sorted through all the boxes of books we had from previous donations with some being donated to charity and some kept for future prizes as we were unable to continue to store them all.
- b. **Someone Special Days** - the decision was made not to run these events this year in favour of bringing in some other new events. This was also partially due to some previous controversy over the events in previous years. The school will continue to make cards as they have always done. There was some disappointment over this decision as the children appear to enjoy a shopping event to choose gifts for their loved ones. We have agreed to undertake a survey at the end of the year to find out which events families have enjoyed this year and if there are any they would like to see return. We also discussed the potential to run an 'Elfridges' style sale event in future.
- c. **Infant Magician (3:30-4:30) & Junior Disco (5-6:30/7-8:30)** - 16th May.
 - i. The disco was very popular last year so we decided to go for another this year however it was felt that the infant classes needed a different format. This was discussed with Mrs O'Brien and a decision made to bring in a magician for the Infants.
 - ii. Karen has narrowed the magician options down to 2, plus one additional recommendation from Michelle - Fred in the Shed / Magic Oz / Magic Mr Steve.
 - iii. We will need volunteers for set up, supervision and clearing away.
 - iv. Volunteers (first come, first served) will be able to claim 1 free ticket for their child.
- d. **Summer Event** - as the fairs take an immense amount of planning it was decided that the leadership team did not have the capacity to organise 2 fairs each year especially with minimal volunteers coming forward to help with the

planning phase. We have therefore decided to focus on the Christmas fair and consider other summer entertainment options.

- i. Our main suggestion was to bring in an inflatables company who could come for 2 days over a weekend and would give us a cut of the takings. We could also bring in food vans and run some popular pocket money games.
 - ii. Other suggestions were to run a Summer Festival and BBQ with external food and drinks vendors and a stage with entertainment and charge an entry fee. We could also incorporate a few small games stalls such as the tombolas.
 - iii. A circus was initially investigated as other schools have successfully run these but with the hope of the MUGA being in place soon we had issues with a venue. The next circus availability is 2026 so we would need to plan ahead. FLGCA felt that they could not offer us the community field. Rokers offered a piece of land for use but families would have to park in Fairlands and cross the busy road which we decided was too big a risk. Other suggestions for venues were Hunts Farm and Wood Street Green. Those in attendance will look into these options further.
 - e. **Adult Evening Event** - Quiz / Painting & Prosecco - the hope would be to hold an event in October. Painting and Prosecco appeared to be the most popular idea so we will look into this further.
 - f. **Finance Update** provided by Claire - We currently have just under £8000 in the bank. We have recently funded 6 interactive whiteboards for junior classes. We have 6 more to fund in order for every class to have one. £1000 will soon be spent on the school's child initiated play model for playtimes. The teacher appreciation day is approximately £500 but may be less if we have donations from parents. Without a summer event we're estimated to have £4000 remaining in the bank by the summer.
3. The following **meeting dates** have been agreed going forward - Mon 3rd March, Weds 30th April, Mon 9th June, Tues 16th Sept (AGM), Mon 10th Nov.

AOB

- New PTA Shed - we could do with replacing the wooden shed with a new metal one as the current one can become damp and has evidence of mice in it. Claire suggested that Wickes do discounts or donations for small charity items so she will look into that further. The ideal would be to have this next to the uniform shed for ease of access.
- We have a box of Mother's Day style gifts in the shed that can be used for future events.
- Uniform - the plan is to move to online sales with a click and collect service from school. Over half-term some of the team aim to do a stock-take to put everything online. Once this is set up a regular stock take will be required. Karen will organise a box of 'spare clothes' for school to use for students.
- The 2025 calendar was agreed by those in attendance.
- The leadership team will aim to send out a FoWS newsletter prior to half-term detailing all upcoming and future events.

- A silent auction was suggested by Kirsten with the suggestion of splitting some of the Christmas raffle donations to be used for this instead, with offers submitted online. She is aware of free websites that can be used to run it.
- Marta suggested a 2025 Challenge over the Easter holidays as we do not have much happening in April. Judith will check with Kareen as to whether this would clash with children asking for sponsorship for a potential Colour Run.