



Minutes of Friends of Rodmarton School Meeting held on **Thursday 14<sup>th</sup> September** at 9am

| Present     | Apologies | Absent |
|-------------|-----------|--------|
| Ms Nagle    | Mrs Brown |        |
| Mrs Herbert |           |        |
| Mrs Norrie  |           |        |
| Mrs Grimes  |           |        |
| Mrs Hewitt  |           |        |
| Mrs Stacey  |           |        |
| Mrs Brennen |           |        |
| Mrs Bransby |           |        |
| Mrs Pope    |           |        |
| Kristen     |           |        |
| Mrs Musty   |           |        |

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| <p>Agenda</p> <ul style="list-style-type: none"> <li>• Committee members</li> <li>• Key Events</li> <li>• Other possible events</li> </ul> |
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| Agenda Item       | Comments   | Actions |
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| Committee Members | All welcomed to the meeting by Mrs Musty and thanked for showing interest in supporting Friends' events.<br>The Friends committee is:<br>Chair: Philly Herbert<br>Secretary: Kitty Brown<br>Treasurer: Nicola Hewitt |         |

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| <p>Organisation of Events</p> | <p>All parents are members of the Friends and are welcome to plan and organise events outside of those organized by the committee. However, if anyone decides to rub an event, they are responsible for planning, organizing and seeing it through. It is important to liaise with the school when planning an event to ensure the diary is free and suggested activities are possible.</p> <p>For events involving alcohol, a licence has to be obtained. Please liaise with <b>Nicola Hewitt</b>.</p> <p>For all events, health and safety risks need to be considered.</p> <p>nb. There is a Friends risk assessment for events which can be updated and amended as necessary.</p> <p>Hall bookings outside of school hours needs to be booked with Jasper Biddulph. Please email him directly at <b><a href="mailto:ajbiddulph@btinternet.com">ajbiddulph@btinternet.com</a></b></p>  | <p>All to note</p>  |
| <p>Planned Events</p>         | <p><b>1) Friends' Christmas Craft Afternoon</b><br/>This will take place at the end of our school craft week. The friends will provide a carousel of craft activities for the children to participate in on <b>Friday 1<sup>st</sup> December 1- 3pm</b> including resources for the pupils to make a 'Secret Santa gift for each other. Throughout this week, the pupils will be making items to sell at the Church Bazaar on Saturday 2<sup>nd</sup> December.</p> <p><b>2) Christmas Performance</b><br/><b>Wednesday 13<sup>th</sup> December</b> to serve refreshments after the performance (performance starts at 2:00pm)<br/><b>Thursday 14<sup>th</sup> December</b> to serve refreshments before the performance (performance starts at 6:00pm) and volunteers to make nibbles.</p> <p><b>3) Friends Scottish Reels and Tea Party</b><br/>Parents, staff and pupils will participate in an afternoon of Scottish Reels where tea will be served. This takes place on <b>Friday 15<sup>th</sup> December, 1-3pm.</b></p> <p><b>4) Spring Term Family Fish Pie Lunch</b><br/>This will be held on a Sunday, date tbc and will include a fish lunch and Easter Egg hunt. Further details to follow</p> | <p><u>Committee and volunteers</u> to help on 1/12/17<br/>1- 3pm<br/><u>Miss Brennen</u> has kindly offered her help throughout the week</p> <p><u>Committee and volunteers</u> to help on 13/12/17 and 14/12/17</p> <p><u>Committee and volunteers</u> to help on 15/12/17<br/>1- 3pm</p> <p><u>Committee and volunteers</u></p> |

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| <p>Other offered events</p>  | <p>Mrs Pope has offered to organise a <b>Halloween ‘Spooky Disco’ on Thursday 19<sup>th</sup> October, 3:30 – 5:00</b> in the village hall. The children will be invited to come to school dressed for the disco.<br/> <b>There will be music and a few games.</b> <i>It was noted that the bobbing apple event may be unsuitable due to damage to the hall floor.</i><br/> Tickets will be £5 per head. Tickets will include asking parents to supervise own children/ any dietary requirements. The cost will include tokens to play some of the games and a supper.</p> <p>Mrs Pope has offered to organise ‘Bonkers Conkers’, judging to take place after school on <b>Friday 20<sup>th</sup> October</b>. The children will be invited to bring in their creations throughout that week.</p> <p>Mrs Brennen has offered to make chocolate apples to sell after school on <b>Friday 3<sup>rd</sup> November</b> followed by a small fireworks display on the school field (Philly to source fireworks).</p> <p>Mrs Musty to investigate health and safety implications and update risk assessment as necessary</p> | <p><u>Mrs Pope</u><br/> <u>Ms Nagle</u><br/> <u>Mrs Grimes</u></p> <p><u>Mrs Pope</u><br/> ±<br/> <u>volunteers</u><br/> <u>please</u></p> <p><u>Mrs Brennen/</u><br/> <u>Philly</u></p> <p><u>Mrs Musty</u></p>                                 |
| <p>Other diarised events</p> | <p><b>Wednesday 13<sup>th</sup> December</b> is the children’s Christmas lunch from 12- 1pm . Volunteers required to decorate the hall, tables and to serve the lunch. Father Christmas to visit and give each child their secret santa gift.</p> <p><b>Friday 20<sup>th</sup> October</b> is the school celebration morning from 9-11. Volunteers required to host refreshments during the morning.</p> <p>Our open mornings take place on <b>Wednesday 15<sup>th</sup> November</b> and <b>Wednesday 29<sup>th</sup> November</b>. Parents required to meet visitors and serve refreshments throughout both mornings.</p> <p><b>Wednesday 20<sup>th</sup> December</b> volunteers to serve refreshments at the church following our Candlelit Carol Service (starts at 3:30pm)</p> <p>Please let the school office know if you can help with any of these events- Thank you!</p>   | <p><u>Volunteers</u><br/> <u>please</u><br/> <u>Mrs Musty</u><br/> to organise<br/> Father<br/> Christmas.<br/> <u>Volunteers</u><br/> <u>please</u></p> <p><u>Volunteers</u><br/> <u>please</u></p> <p><u>Volunteers</u><br/> <u>please</u></p> |

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| <p>Other Suggested Events</p> | <p><b>Film Night</b> – Ms Nagle. Mrs Musty o check licence requirements.</p> <p><b>New Year Race Night and auction-</b> Mrs Bransby</p> <p><b>Wine tasting-</b> Mrs Norrie</p> <p><b>Mad Hatter’s Tea Party on World Book Day-</b> Mrs Brown</p> <p>Lantern Making to participate in a procession during the village light switching service- Date please?</p>   | <p><u>Ms Nagle/ Mrs Musty</u></p> <p><u>Mrs Bransby</u></p> <p><u>Mrs Norrie</u></p> <p><u>Mrs Brown</u></p> <p><u>School</u></p> |
| <p>AOB</p>                    | <p>Mrs Bodey has created a Friends Whats App group which parents can ask to become members of. Mrs Musty will mention this in the newsletter, asking for anyone who would like to be included to contact her.</p> <p>Please note that all events require a first aider and anyone who is supervising children will need to have a DBS- please speak to Mrs Sharp about this.</p> <p>Philly will be circulating a letter to parents re: another fundraising idea. Details to follow.</p> <p>Philly to source a Christmas Tree</p> <p>Mrs Musty passed on her thanks to the Friends for everything that they have funded- 2 new classroom refurbishments, pantomime visit, coach costs for school trips, resources and equipment. Thank you to everyone who has helped and has offered their help for this year.</p> | <p><u>Mrs Musty</u></p> <p><u>Philly</u></p> <p><u>Philly</u></p>   |