

# Chesterton School Association

## Minutes of the SA Meeting

Friday 28<sup>th</sup> April 2017- 3:30pm Beech Class

		<u>Action</u>
<b>1</b>	<p><b><u>Attendees:</u></b> Laura Summers, Vanessa Johnson, Gemma Haynes, Helen Marchetti, Cath Norman, Annie Dallas, Miss Jones</p> <p><b><u>Apologies:</u></b> Abigail Grenfell, Clare Kavanagh, Becky Mew</p>	
<b>2</b>	<p><b><u>Financial Update</u></b> We have now reached 92% of our target which is thanks to the following events:</p> <ul style="list-style-type: none"><li>• Panto - £1,373.44</li><li>• Silent Auction – £1,617.19</li><li>• Dress Down Day (Easter Eggs) - £23.20</li></ul> <p>It has been agreed with Mr Horner to buy 2 interactive white boards and this will cost around £3,170 – we can now look at what else we can purchase from Mr Horner’s wish list.</p>	<b>SA</b>
<b>3</b>	<p><b><u>Past Events</u></b></p> <p><u>Panto</u> Friday evening and Saturday matinee ticket sales down this year but we sold out on Saturday night. Success all round with bar, raffle and tuck shop.</p> <p>The parent rota which was in place worked really well and was organised by parents of the children in the Panto. The SA did not have any involvement which meant we could concentrate of the tickets sales, programmes and bar/tuck helpers etc.</p> <p><u>Silent Auction</u> Great final figure of £1,617.19 Fantastic effort – well done Helen. Gemma mentioned that the buzz was amazing when she arrived near the end of the night.</p> <p>The lack of parent support was noticed and the committee were very disappointed in this but this did not affect the whole evening in the end. The Hall was charged to us at a very special price and the support from the local community was amazing.</p> <p>Aim to do the next one in 18 months.</p>	

	<p><u>Easter Eggs – Dress Down Day</u></p> <p>Went well – very positive comments from one parent with regard to the non-diary eggs. Money received was £106 but taking out the cost of buying the eggs we made £23.20 and all left-over eggs were donated to the food bank.</p>	
4	<p><b><u>Forthcoming Events</u></b></p> <p><u>Bags for Schools – Friday 5<sup>th</sup> May</u></p> <p>All in hand – another email reminder to go out Wednesday / Thursday.</p> <p><u>Film Night – Friday 12<sup>th</sup> May</u></p> <p>Film BFG – Becky will have some merchandise of the BFG and we will look at doing a raffle and there will be 3 prizes – those who attend will be entered into a draw.</p> <p>Laura has the golden ticket from Roald Dahl  Cost £5 – chipolatas sausages – Gemma will get these from Goss’s  Laura / Cath to supply the veggie sausages  Rolls – Laura  Helpers – Laura, Vanessa, Helen, Miss Jones, Mike Haynes  Sausages need to be cooked earlier to ensure they are ready in time.  Laura will email for helpers.  Gemma to sort ticket money, door list, raffle draw list and floats  Annie will do the shopping – Laura to email Annie what stock we have  Peach fruit shoots do not go.  Time: 5:15pm to 7:30 pm</p> <p><u>Change the Rules Day – Friday 26 May</u></p> <p>Mr Horner has decided to call it “Change the Rules Day” – Friday 26 May and a cost of £2 per child.  Children can change 3 rules as per the attached list.</p> <p>We will also promote the 100K Cycle Ride 9<sup>th</sup> /10<sup>th</sup> June that Annie Dallas is undertaking so there will be “<b>Guess the Nearest Time</b>” that Annie will do the cycle in.  There will be a prize for Upper, Lower School and Parents and it will cost 50p a go and based on a sweepstake. Annie will create grid sheets and prizes (Teddy for Lower/Upper Annie will see what is available).</p> <p>School Council to be in charge of the Upper/Lower sweepstake which will take place during week of 22 May. The Parents sweepstake will start on Thursday 25 May (May Day) and Friday 26 May in the playground</p> <p><u>Sports Day – Wednesday 28 June</u></p> <p>Tea, coffee and drinks – Abs is happy to organise and will need some helpers.</p>	<p><b>LS</b></p> <p><b>BM</b></p> <p><b>GH</b> <b>LS/CN</b> <b>LS</b></p> <p><b>LS</b> <b>GH</b> <b>AD/LS</b></p> <p><b>AD</b></p> <p><b>School Council</b></p> <p><b>AG</b></p>

	<p><u>Summer Fayre – Saturday 1 July</u>  Abs said that she is happy to sort the BBQ – use the sausages that are in Helen’s freezer and purchase some burgers.  It was decided that alcohol was not required at the summer fayre – this was unanimous and to go for a family atmosphere.  Laura mentioned about us selling ice creams rather than having an ice cream van but we would need a small chest freezer. Sell Icepops and ice creams.  Helen and Cath will create an ice cream counter and we can open a window in Beech Class and sell from the window.  Game ideas from everyone required  Another meeting to discuss this in more detail nearer the time.</p> <p><u>Year End Summer Party – Friday 14<sup>th</sup> July</u></p> <p>Cost of Disco this year is £244.00 - £90 still to pay on the day  Tuck shop needed  Sell Bubbles, ribbons etc  Hot Dog or Burger to be decided nearer the time</p>	<p><b>AG</b></p> <p><b>HM / CN</b></p> <p><b>ALL</b></p> <p><b>HM</b></p>
<p><b>5</b></p>	<p><b><u>Future Events</u></b></p> <p><u>End of Year Books – July</u>  Laura has this in hand</p>	<p><b>LS</b></p>
<p><b>6</b></p>	<p><b><u>A.O.B.</u></b></p> <p><u>BBQ</u>  We need to buy a new BBQ – Miss Jones and Helen will look at Bicester and Banbury freecycle. Cath to ask Pip Hawes to see if they can supply.</p> <p><u>TerraCycle</u>  Free to sign up and schools can sign up to become a BIC Community Champion. Only one BIC Community Champion per community.</p> <p>Minimum shipment is 15kg (approx. 1,500 pens)</p> <p>Host a collection at school which the local community can recycle their pens and advertise it to local businesses so that we can maximise the numbers - send Posters/ Flyers</p> <p>No wooden pencils or crayons, but any pen brand, Highlighters, any marker pens and correction fluid can be recycled.</p> <p>Vanessa to contact them to find out what is actually paid.</p> <p><u>100 Club</u>  Need to promote it at the Summer Fayre and Miss Jones will administer it.</p>	<p><b>EJ / HM CN</b></p> <p><b>VJ</b></p> <p><b>EJ</b></p>

	<p><u>Tesco Blue Token Charity</u></p> <p>Laura and Gemma had a meeting with Mr Horner and we are eligible for £1000, £2000 or £4000 grant and we do not have to match the price. It was agreed that we would apply for new play equipment. We need to apply to go on the list – Claire Linfoot to provide a price for buying new play equipment (for when the new classrooms are built) and we will put a proposal into Tesco asap.</p> <p>Gemma will look at Waitrose as well.</p> <p><u>Do's and Don'ts list for Parent Helpers</u></p> <p>Committee to email each other with ideas but 3 are definitely:</p> <ul style="list-style-type: none"> <li>• No photos</li> <li>• No first aid</li> <li>• No taking children to the toilet</li> </ul> <p><u>Family Sports Evening</u></p> <p>It was unanimous that we do not hold this event this year.</p> <p><u>Advertising</u></p> <p>Large Outdoor chalk board to advertise SA events on the school gate – Mr Horner to approve</p> <p><u>Back to School Party / Maple Tea Party - September</u></p> <p>Annie to arrange Disco Dave for the Back to School Party for Upper and Lower years</p> <ul style="list-style-type: none"> <li>• 5.00-6.15 Year 1,2,3,</li> <li>• 6.30-8.00 year 4,5,6</li> </ul> <p>Miss Jones will arrange the Maple Tea Party 3.30-4.30</p>	<p><b>LS / GH CL</b></p> <p><b>GH</b></p> <p><b>ALL</b></p> <p><b>IH / LS</b></p> <p><b>AD</b></p> <p><b>EJ</b></p>
<b>7</b>	<p><b><u>Date of Next Meeting</u></b></p> <p>TBC</p>	