

## **FOSA Meeting**

Monday 10<sup>th</sup> September 2018

### **Attendees:**

Jenny Scarpenter (Chair)	Yr 3/R
Sarah Pryor (Minutes)	Yr 6/2
Bea Taylor	Yr 6/2
Amber Evans	Yr 2/R

### **1. School Disco – Friday 16<sup>th</sup> November 2018**

Yvette has kindly volunteered to create the poster and will discuss with Spoon is available to DJ. Additionally it was felt to encourage Yr 6 participation (only 1 student attended last year) we could ask them to suggest some songs.

15.30 - 16.30 – Nursery/Reception/Yr 1 & 2

16.30 – 17.30 – Yrs 3,4,5 & 6

Food will be usual tuck and additionally slices of pizza. This will be available to pre-order and payment can be taken by bank transfer for pizza and tickets.

Tickets priced at £3.50, includes a cup of squash and packet of crisps.

Noted last year's prices held and thought to be given to access as last year's was very congested for the first session.

### **Tasks**

Ticket Letter	SP
Ticket dissemination	SP/AE/JS
Stock check – toys/tuck/food/tattoos	
Identify helpers	SP
Book DJ	YS
Agree timings	Completed
Create and disseminate poster	YS
Undertake food shopping	
Decorating the hall	
Creating the tickets	
Risk Assessment	
Ordering pizza	
Floats	AE
DPR shop	SP/AE/BT/JS

### **Volunteers**

Refreshments	3 per session
Toy Shop	2 per session
Tickets	2 per session
Face Painting/Glitter	2 per session
Hall Supervision to garden)	Minimum of 2 per session (door to school and door

Any offers to cover any of the above, is as always, gratefully received.

## 2. Quiz Night – TBC Nov 18

Agreed to host a quiz night and explore the dates of Friday 2<sup>nd</sup> Nov, Friday 9<sup>th</sup> or Saturday 10<sup>th</sup> at either All Saints or Wingrove Hall dependent on pricing and availability.

- Agreed that each table of 8 will have 2 pizzas, salad and a drink (per person)
- Poster to be shared widely and encourage participation.
- Food would be served first, with the quiz starting @ 20.00. Quiz to finish at 2200, with an interval where raffle tickets will be sold. Heads and Tails game to be played.
- Rota to be devised for selling alcohol, suggested small slots between FOSA to ensure each member can enjoy the evening.
- TENs license to be applied for.
- Glass of Cocktail to be priced at £2.50 and ask Claudine to explore the costing of this.
- Setting Up from 1800
- Champagne for winning team, box of chocs for the losing team. Prize for the best team name.

### Tasks

Contact Wingrove Hall	AE
Contact All Saints	BT
Contact Quiz Master	SP
Source raffle prizes	
Glass hire	JS
Order pizzas	
Oakhill Cocktail	CH
Floats	AE
Rota for bar	SP
Admin for tables	SP
Table Numbers	
Risk Assessment	
Playlist for music	
Bar Shopping	
Price up Prosecco	JS
Price up G&T	JS

## 3. Family Panto – TBC Jan 2019

Explore hosting a family panto on either 5<sup>th</sup> January 19 or 12<sup>th</sup> January 19 at Wingrove Hall. Mid afternoon weekend event .

### Tasks

Price up panto cost	
Wingrove Hall availability	AE

## 4. Christmas Event within school

FOSA to clarify the type of event, if any, wanted within the school and identify a date for it.

## 5. Christmas Tea Towels

Bea to co-ordinate and FOSA to match last years pricing. Payment to be taken either in cash/bank trf or card.

BT to circulate the letter and liaise with the school.

## 6. Year 6 Leavers

AE to order the leavers books and stock check the amount we currently have.  
SP to explore personalised leavers hoodies to sell as a pre-order.

**7. Adventure Wonderland**

40 tickets to be purchased and advertised to the local community. SP to lead.

**8. Aviva Bid**

Aviva funding opens on 11/09/2018 and SP and JS to submit a bid for £5k. JS to explore news article discovered in connection to pond area and make the appropriate contact with the school and council.

**9. Family Colour Run – Saturday 8<sup>th</sup> June 19**

Application agreed for date and council funding. Launch event page in January.

**10. Next Meeting:**

TBC