



## Friends Meeting Minutes – 28/04/16

**Attendees:** Caroline Robertson, Sarah Jones, Mary Brophy, Maribel Skelly, Adele Forrester, Christina Flynn, Emma Courtman, Fiona Feltham and Sirish Gurung.

Apologies: Louise Garrett, Michelle Parfremment, Sarah Selwood, Kate Lloyd, Angie Elrick, Andrea Pratt, Cath Baines, Jennie Sexton, Sam Dobson, Rachel Street, Jill Pope, Mira Percy and Lisa Davies.

Item	Notes	Actions/Who
1. <b>Queen's 90<sup>th</sup> Birthday</b>	<p><b>Commemorative tree</b> – Maribel has bought an ornamental cherry tree which will be planted in front of the school office in a position chosen by the School Council. The hole has been dug in readiness for the planting. The pebbles for painting by the children have been bought and a plaque will also be purchased.</p> <p><b>Commemorative coins</b> – the Friends have agreed to fund these for issue to each child.</p>	<p><b>Emma</b> to order the plaque.</p> <p><b>Maribel</b> to make enquiries to see if these have been ordered. <i>(Update – the coins have been ordered by the school.)</i></p>
2. <b>Easyfundraising</b>	<p>This has been publicised by way of a flyer in book bags and is an easy way of raising funds for the school.</p> <p>The possibility of setting up a “Just Giving” fundraising account for the school was raised. This is something we might want to consider doing in the future if we have something specific we wish to raise funds for.</p>	
3. <b>Carnival</b>	Maribel has been working on the outfits for the main Scooby Doo characters and	<b>Class Reps</b> to ask for Halloween outfits to be

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	showed us the sample outfits she has prepared which look great as well as the Scooby Doo dog outfits that have been purchased from eBay (and which can be resold after the event). The idea is to have 5 groups consisting of children from each class making up the main characters (these may need to be picked out of a hat). The other children will be wearing monster outfits. Simon has kindly agreed to provide the music to accompany the float.	donated for use at the carnival (named so that these can be returned).  <i>(Update – members of the sub-committee are hoping to construct a “camper van” to accompany the children on the day).</i>
<b>4. Sports Day Family Party</b>	It was thought that it might be nice to arrange a family party after Sports Day on Friday 24 June when we could perhaps have a bbq with drinks and ice lollies. It could be held outside but brought in to the hall in the event of rain. <b>We will need a subcommittee to help organise this.</b>	<b>Maribel</b> to discuss with Ms Chaudhri.  <i>(Update - Sports Day will be held in the morning of 24<sup>th</sup> June – parents invited to watch and stay for lunch. Children will be provided with free packed lunch from the kitchen (if they usually have free school meals) or bring their own packed lunch as usual. Friends may run a BBQ situated in the Wildlife Garden. Friends to draft a letter to parents – Ms Chaudhri suggested that adults pre-order and pre-pay for BBQ. Office will collect envelopes for Friends. Friends to deal with money &amp; orders.</i>
<b>5. Year 2 End of Year Sleepover</b>	In previous years there has been a sleepover at the school at the end of the summer term for the year 2 leavers. The children enjoy this but it is understandably hard work for the teachers and last year there was no sleepover but an end of year party instead. It was mentioned that it might be nice to resurrect the sleepover if this could be run by parents; one suggestion was perhaps to organise a camping evening in the school grounds.	<b>Maribel</b> to discuss with Ms Chaudhri. <i>(Update – the School will be holding a Yr 2 Leavers’ Party 6-9pm Fri 15<sup>th</sup> July. During July there will also be the Yr 2 Walk, Yr 2 Music Festival &amp; Yr 2 Leavers’ Assembly.</i>
<b>6. Cake Sale</b>	The 2 reception classes need to arrange their cake sales.	<b>Ladybirds and Dragonflies Class Reps</b> to arrange suitable dates. <i>(Update – Dragonflies’ cake sale is on 20 May Ladybirds’ sale tbc).</i>
<b>7. Friends Shed</b>	The current padlock is temperamental and a new one needs to be bought unless anyone has a spare one they can donate. A general clear out of the shed is required and any surplus items taken to a charity shop.	

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<p><b>8. AOB</b></p>	<p>Wildlife Garden – unfortunately this became flooded with water containing cement over Easter due to the building works taking place on the neighbouring site. This means that the garden cannot currently be used by the children. We will need to organise another weekend workshop with volunteer parents/carers to bring this back to a useable state.</p> <p>Tyre planters – these have traditionally been “sponsored” by families who ensure that they are kept tidy and planted with flowers during the year. Some of the tyres are looking a bit bare and a general request for family sponsors should be issued. We will need to check which of the tyres are currently being tended.</p> <p>Ball – this may be pursued for later in the year (Oct/Nov?). Volunteers will be required.</p> <p>Fundraising Update:</p> <p>Quiz – this was a great success and raised over £700; a good time was had by all who attended. A letter of thanks will be sent to Waitrose who donated the prizes for the winners.</p> <p>Bag2School – the recent clothing collection raised £96.</p> <p>Class contributions – historically the Friends have paid £500 to be shared among each of the classes (£100 per class) to enable a specific class item to be purchased. This expenditure was approved.</p> <p>Outside equipment – the Friends contributed over £2000 towards the outdoor equipment and we have been asked by the school whether we can pay the fitting costs. It was decided that unfortunately we will not be able to do so given the previous contribution and the need to retain an appropriate balance in the account. It was, however, considered that the Friends might be able to fund an activity for the children, for example, circus skills, Animazing.</p> <p>Second hand uniform – it has been suggested that we arrange another date for</p>	<p><b>Emma</b> to check with the school what contact has been made with the builder and to pursue if appropriate.  <i>(Update – a clean-up session in June might be a good idea so that the garden is nice and tidy for Sports Day : Sat 4<sup>th</sup>, 11<sup>th</sup> or 18<sup>th</sup> – Ms Chaudhri to provide access to site)</i></p> <p><b>Maribel</b> to discuss with Ms Chaudhri.  <i>(Update – an activity will be booked for the Autumn Term. Ms Chaudhri will research ideas.</i></p> <p><i>(Update – second hand uniform sale organised</i></p>

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	<p>the sale of second hand uniform. A reminder will be sent out to year 2 parents/carers for uniform donations if their children will be leaving the school this summer.</p> <p>Reception settling in sessions – these events are for new parents and traditionally the Friends have “hosted” parents/carers while their children spend time in their new class; this is also a useful opportunity to promote the second hand uniform.</p> <p>Limpsfield School – the Friends of Downs Way were recently approached by the Chair of the Friends of Limpsfield school re a cinema trip but unfortunately we had insufficient time within which to advertise the event and sell tickets.</p>	<p><i>for after school on Friday 13 May in the cabin).</i></p> <p><b>Maribel</b> to discuss with Ms Chaudhri. <i>(Update – settling in dates yet to be confirmed but there is an introductory evening for new parents planned for 22 June at 7pm and it would be nice to have the second hand uniform available. We have also been asked whether the Friends can provide teas/coffees that evening. <b>Volunteers required</b>)</i></p> <p><b>Maribel</b> to ensure that the Friends of Limpsfield and Tandridge schools have the up to date Downs Way Chair contact details.</p>

Date of next meeting - TBC