

Minutes of FEPIS Meeting

Held at East Preston Infant School

On Thursday 21st April 2016

The meeting was chaired by Claire Woods - FEPIS

Minutes completed by Charlotte Gray

1. Present (statement of number present) and Apologies

Those present were Claire Woods (Chair), Claire New, Andrea Chapman, Tracey McRae (Co Chair), Sue Woodcraft (Treasurer), Charlotte Gray (Minutes Secretary), Jude Chute, Heather Simmons, Maria Beasley, Megan Howdle, Camilla Miller, Lisa Peters, Louisa Brunton, Vikki Wakeling, Yan Maxfield, Sam Rosin, and Rachel Keys.

Apologies received from Sam Cross.

Welcome introductions conducted by Claire Woods.

2. Summer Vintage Fete

Claire Woods provided a summary of the upcoming events and the decisions that have been made. It was explained that a sole summer event had been contemplated and the decision made to have a joint event with the junior school. The theme agreed upon is a vintage and retro style summer fete. A separate events committee called FEPS is a committee that was established years ago to assist in organising joint events between the infant and junior school. FEPS have been assigned to manage this upcoming event. There is an evening meeting scheduled for Friday 22nd April to discuss the fete and any ideas are welcome.

Enquiries were made as to the date of this summer event. Claire Woods confirmed that the date for the fete is Friday 24th June, which is the same day as the infant school sports day. The fete will take place between 5.30pm and 7.30pm that day. Claire Woods explained that anyone is welcome to help with the fete, as much or as little as possible. Assistance will be needed to organise the activities in the morning and further help will be needed between school pick up and the start of the fete. Children are welcome to help after school as well.

Sam Rosin enquired as to the kinds of things that were planned. Claire Woods explained that it was rather weather dependant. Traditional games and outdoor stalls would be ideal.

Camilla Miller suggested an activity such as decorating biscuits or cakes as this is very popular with the children.

A discussion ensued about the logistics of such an activity, particularly decorating cakes.

Claire Woods suggested a baking competition, fancy dress and a children's fancy dress competition. Claire Woods explained that we are hoping to have jive dancers at the fete. She went on to say that unfortunately the vintage cars have not been viable.

Sam Rosin said that she has a relative who is part of a vintage motorcycle group. The motorcycles are very old and traditional. This was discussed in further detail and Sam Rosin will make enquires and feed back to the chair.

Claire Woods said that a photo booth had been a consideration, whereby people pay to use the booth and props but take their own photographs.

Sam Rosin suggested this be called a 'selfie booth'.

Claire Woods hoped the vintage motorcycle could be used as a back drop if available.

Camilla Miller suggested vintage fire engines as there are some local ones. Claire Woods explained that this option has been explored already and not available.

Claire Woods went on to explain that both the school choirs are rehearsing retro type songs and will perform them at the fete. Miss Ellis from year two has got some dancers who will do a display. There will be candy floss, toffee apples and a raffle. This year the raffle will have different themes and a song attached so that people can use their own imagination when donating.

Claire New suggested vintage sweets and jam jars.

A general discussion took place regarding the various ideas. People with any contacts were urged to come forward.

Claire New states that there is a lot of bunting available that was donated to the school, so this can be used for the fete.

Claire Woods has contacted Sam Cross regarding forest school activities. It has been suggested that Sam Cross run an activity which is perhaps ticketed for control to enable families to experience some elements of forest school.

Claire Woods said that she has enquired about Charlie the Shetland pony but unfortunately he is not available on that date.

A general discussion continued whereby a suggestion was made that we perhaps link the fete to the Queen's 90th birthday.

Claire Woods encouraged attendees to make contact should they have any further ideas or contacts and these can be further discussed at the FEPS meeting.

3. Leavers Event

Claire Woods explained the history of the leavers' event and the entertainment that has been hired. It was then explained that the decision had been made to go back to the disco event. Reception and year one will have a joint disco and year two will have their own disco. This will be made very special by having a glitter curtain, red carpet and a photographer so that the children can have their photos

taken with their friends. DJ Andy has been booked and goody bags will be given to the children. The disco will take place on Thursday 21st July. Children can dress up but there is no obligation.

Claire Woods explained that entertainers have been used in the past but they are very expensive and hard to book. It was felt that it's nicer for the children to socialise and spend time with their friends. The general consensus was that they would be happy with the disco. The children were not asked themselves, something that could perhaps be tried in the future, but parents were consulted and agreed.

Sam Rosin said we could make it special by perhaps having VIP tickets or similar.

Claire Woods explained that by having a disco then this leaves more money for the leavers' gift. Usually there is only £1 available per child and it is a struggle to get anything meaningful for just £1.

Yan Maxfield said that she has a contact working for World of Books (worldofbooks.com) so could discuss the possibility of obtaining books. Yan explained that they are good quality second hand books so it may be that it will be difficult to get lots of the same book / collection.

A discussion took place about the type of book and appropriateness. It was suggested that history or geography books would be good or something like nature detectives which links into forest school. Everyone was asked to keep a look out and feedback if anything appropriate is found.

Claire Woods advised everyone that a letter will come out nearer the time.

4. AOB

a) Ice cream sales

Maria Beasley raised concerns about ice cream sales and the logistics and availability of help in the upcoming summer. Maria explained that last year there were limited helpers which made it difficult to juggle this responsibility fairly.

Claire Woods explained the purpose and background to the school ice cream sales to everyone.

Camilla Miller suggested we purchase ready-made ice creams.

Sue Woodcraft and Maria Beasley explained that storage is a problem and the effect this would have on the profit margin, albeit profit is not the purpose of these sales.

A discussion ensued regarding the logistics, wastage, cost and practicality of the sales and not wanting to encroach on the junior school, who do a similar thing. It was suggested that perhaps the responsibility is put upon the class (parents) to provide two representatives. The implication of such an arrangement was discussed.

Sue Woodcraft disclosed that £210 profit was made from the ice cream sales last year, which is money being put back into the school.

The general consensus at the end of the discussion was that choc ices would be a good alternative.

Sam Rosin has offered to price up a selection of ice creams and feed back to FEPIS.

Claire Woods suggested the same person purchase the ice creams but vary the helpers and utilise freezer storage bags during the sales.

b) Fundraising Idea – Pond

Claire New raised the topic of fundraising ideas and a wish list which FEPIS previously asked staff to consider. Claire New explained that staff really like the idea of a pond. Consultation has taken place with Rod Windrow who believes the space between the solar dome and trees in the school grounds would make an ideal location. Rod has a 4ft moulded pond available for free, but staff would rather the area not be fenced off. However, to tackle the safety side there are three options:

1. Pond Cover. This would be an iron work sculpture over the pond so that the children can lie on the top and not fall into the pond.
2. Fence off the pond area.
3. Mesh which lays under the water so that if the children did fall into the pond they would not submerge into the water. This is not a popular option.

Claire New explained that something basic would cost around £2,500, a few more thousand for something more whizzy.

Another item on the staff wish list is safety bands which the children wear on school trips. Due to the increase in school pupils the school are about thirty short.

A general discussion took place about the fundraising / wish list options. The overall opinion was that a pond would be a great investment for the school and pupils. Everyone agreed that it's important to invest back into the school.

Megan Howdle has offered to make enquiries into further funding.

Jude Chute suggested a visual aid design to measure the progress of our fundraising, such as a fundraising monitor.

c) Early Years Feedback

Claire new explained that there used to be a welcome morning for new parents. New parents are now asking to have something in the future. Claire New suggested that perhaps something be arranged for the new parents this September.

Sam Rosin asked whether this is just for parents.

Claire New confirmed that it would be something simply for parents to attend.

Megan Howdle explained that where she used to live they did 'tea and tissues' as parents had just dropped off their children and needed somewhere to go.

Claire New explained that because the school do staggered starts enabling the pupils to start at different times the first day is not the same for everyone.

Lisa Peters agreed that this would be a good opportunity to meet other parents and to perhaps look at the uniform.

Claire New confirmed that the first day the pupils are in together is Friday 9th September.

Feedback from Events:

Phil the Bag

Claire Woods said that the time before last, there had been an issue with the company and funds received from the school were much lower than before. This was queried with the company so they gave a little extra and suggested that perhaps the driver was not as experienced. The company has expanded and is much busier meaning that they only collect in our area on a Tuesday. During the last phil the bag we weighed the bags ourselves and raised £127. The junior school seem to make a lot more from this event. It was suggested that perhaps at the next collection we again weigh the bags but do not disclose this to the company. Claire Woods went on to explain that we could consider other options but this is a company that we know and the children know it as well.

The general consensus was to continue and review it again. The next collection is Tuesday 14th June.

It was asked if a reminder letter could be sent to parents and something written on the whiteboards listing the date and acceptable items.

Claire Woods said that she will re do the poster.

Sam Rosin has offered to update the whiteboards in reception.

Spring Disco

Sue Woodcraft said that £535 was raised at the disco.

Claire Woods said that the disco went well and that the feedback was good.

A short discussion took place about other fundraising opportunities.

Camilla Miller suggested a pyjama day for £1 donation. Claire Woods explained that parents have in the past become upset about paying for children to wear their own clothing.

A further discussion took place whereby dress up days were suggested in support of the pond. It was also suggested that such events do not require a donation, that this is optional. Whilst you do not want to offend anyone it is a good opportunity to support school projects and our children.

Megan Howdle is going to enquire with the estate agencies about donations.

5. Date of Next Meeting

Next meeting will be on Thursday 19th May 2016 at 9am.