

SOS Meeting – Wednesday 28th April 2010

Attendees: Perri Calderbank, Catherine Askham, Joanne Eyre, Tracy Harby, Pat Munt, Angela Galloway, Naomi Milner, Claire Hennessy, Stephanie Crane, Anita Padwagga, Sarah Brooks, Jane Harrison

Apologies: Barbara Hadfield, Julie Vincent

1.0 Finance – PC

1.1 Summary

We currently have £2160.00 in bank. Since the last meeting we have received an additional £198.17 which was raised as a result from the Easter Hamper.

1.2 Outgoing costs

1.2.1 The equipment chosen for the "Craze of the Week" boxes has been identified and was ready to be ordered. The cost of these would be £550.00.

1.2.2 The school has received costings from the Artist for the proposed Totem Poles which they are looking to add to the school grounds running down the main driveway. SOS agreed to meet the cost of £750.00 towards this.

1.2.3 A request has been received from one of the Y3/4 classes regarding SOS funding the purchase of a class box of Lego for use by the class both within wet playtimes and also within structured usage within the class time. The large class sized boxes are £127.00 each. The group discussed the benefits of Lego and agreed that this would be a good, long-lasting investment which hopefully could be re-used as the children progressed through the school. With this in mind the group agreed that it would be happy to fund the purchase of 3 boxes - one for each Yr 3/4 group.

1.3 Treasurers Post – going forward

PC confirmed that CH had confirmed that she would be willing to take on the Treasurers position in the next academic year. She advised that she would be available for any questions and queries going forward, but from the start of the 2010 / 2011 academic year she would be taking a much less active role in the Committee to an increase in other demands upon her time. The Committee thanked PC for her time and efforts.

1.4 Bank Account

PC advised that she has been investigating moving the accounts to a different provider, after positive recommendations from other Community Groups, and that she hopes that the new provider, (Co-op Business Community Account), would be able to give us a more flexible service. She has sent for the registration forms, and was planning on opening the account with £100.00. She would be looking for approx 5 different signatories to commit to the account application - this would hopefully result in greater flexibility in the future. The accounts are to be audited prior to PC's resignation. After they have been audited, all of the accounts will be transferred over.

2.0 KS2 Disco / Karaoke

2.1 Details

Tickets are selling well. Date fixed for Thurs 20th May. Following discussions last meeting the disco will last for an hour - 3.30pm - 4.30pm. The event will be a Disco and Karaoke which will be DJ'd by Mr Sampson.

2.2 Refreshments

2.2.1 We still have a small stock of sweets and drinks from the last disco. CA has details of what we hold. AG volunteered to shop for the event. CA to email AG with details of what we already have.

2.2.2 Price of Refreshments

Group discussed that we look at purchasing pricing items which were 10 pence, 20 pence, 30 pence etc - although this may not be such an issue for the KS2 children. AG confirmed would look at availability.

2.3 Confirmed helpers

Perri Calderbank, Julie Vincent, Jayne Keyworthy, Tracy Liversidge, Jane Harrison and Catherine Askham - any other volunteers would be gratefully received.

3.0 SOS Newsletter

Done and circulated. Another "Summer Edition" to go out in second half of the term. JLE to look at the possible content with CA.

4.0 CRB Checks

It was discussed and agreed that in order to cover ourselves with assisting in school with regards future events, all SOS volunteers should hold a current CRB check. This can be arranged through school, and anyone who does not currently hold one / has one which has expired can see CA in the school office for a form.

5.0 Summer Raffle

5.1 The Hamper

CA asked if everyone was happy to do another Summer Hamper - following on from the success from last years, this was given the backing of the group. The format is to be the same as last years, with an emphasis on "Summer Family Fun" with items such as BBQ pickles and relishes as well as accessories and look at Summer games etc. AG agreed that she was happy to shop for the items, and that she would approach Crawshaws the butchers for a meat voucher and see if they would be willing to donate to the value of this. PC has the basket and wrapping, and she advised that she was happy to prep and wrap the basket once the shopping had been done.

5.2 The Raffle Tickets

JLE and TH agreed that they would undertake the preparation of the tickets / envelopes etc. JLE - to purchase envelopes - approx. (300).

6.0 Fashion Show / Ladies Night

The Group discussed various formats which this could take. AG proposed we could approach a company such as Clarins who may be willing and provide demonstrations. The Fashion Shows which we have previously held have always been very popular. We have traditionally held these in the Spring. The Group discussed considering moving the timing of the Event so that it co-incided with the launch of new stock from the supplier, (i.e. be the first in the area to carry the new Summer / Winter stock). CA to investigate further with Event supplier, and report back to Group.

Group have previously spoken about scheduling in a Ladies Night - which have in the past been popular. Members of the Group involved in organization of previous Events like this advised of difficulties in securing enough professionals to attend. Group then discussed other formats which this could take. CH proposed a "Let's Dance Night" which would involve approaching City Limits to see whether or not they would be interesting in staging an Event involving some basic tutorial sessions / mini workshops in dancing etc. This could be a Social Event with light refreshments of wine and nibbles

etc. TH, CH and CA all knew of people who they could approach for this information, and agreed to report back to the Group at the next meeting. Proposed date for this Event would be before October Half Term.

7.0 Orienteering Event

Although attendance was not as high as we had expected, those who did attend the Orienteering Event gave very positive feedback. The Group also discussed the importance of hosting an Event as early as possible in the School year to increase SOS's profile with new parents as well as providing an outside-based Event before the weather turned / nights started to draw in. The Group agreed that we would support running this again, with possible shifting it to a pre-purchased ticket event - where ticket prices included refreshments. This would enable us to more correctly anticipate demand / anticipate catering costs etc. CA advised that she would speak to Mrs Little regarding the course - and, taking on board feedback from the SOS parents questionnaires, would look at the possibility of more than one course / difficulty level.

CH advised the Group about a "Birdman" or Falconry Exhibitor who she had seen at Wentworth Gardens recently. She has his details, and the Group felt that it would be a good idea for her to contact him regarding whether or not he would be willing to come along to the Orienteering Event / availability / any costs involved.

8.0 World Cup Treasure Hunt

Following the decision that the World Cup Event was not going to go ahead, JLE asked the Group as the whole for their opinions about whether or not they felt that SOS should be looking at staging some "community-based" Events, where the emphasis was not focussed so much on fundraising for the group; rather on the experience of participating / attending the Event itself. There were mixed opinions from the Group regarding this matter. It was agreed as a consensus that one of the most popular activities which we organise was the School Disco's - which are an effective mix of the two - the children greatly enjoyed attending the Disco's, whilst it was also a good way to raise funds.

Group members were split regarding their opinions on hosting a community based event in the future, with some Members of the opinion that the Group should look at moving the emphasis away from solely fundraising and more towards a facilitator of community-based activities. Mrs Munt reminded the Group that the fundraising element was the key reason why the SOS Group was established in the first place.

A number of group members felt that the Group should continue to look for new ways to raise funds, and not rely too heavily on existing popular fundraising activities, as these may become less popular in the future / as time went on. All members agreed that the efforts which the Group put in throughout the year are beneficial both to the school and the children with the income which is generated / items which SOS are able to sponsor / purchase etc for the school.

Whilst some members were not able to support community based/weekend events there were other group members that indicated they would be willing and available to commit their time to such events. It was suggested that the way forward may be to look at forming a sub-Group - a Social Committee - which would look at the types of events which we could hold / schedule - and produce a Business Plan for each which would detail everything which would be involved as well as the strengths and weaknesses of each case; these could then be put to the Group as a whole to consider which they felt would be most beneficial.

JLE asked Mrs Munt for her opinion regarding the sort of fundraising activities which SOS were involved in. Mrs Munt stressed that the School were very grateful for all of the fundraising and contributions which the Committee made. Regarding the scheduling of any future community -based events she stressed that what was only concerned whenever these were proposed on School grounds - where issues of Mr Sampson's time / access to the school / use of Facilities / cleaning up after the Event etc were involved - these would all need to be detailed prior to approval.

9.0 AOB

9.1 Mobile Phones

CA advised that she has a carrier bag of phones in the office which have been collected. JLE advised that in the latest edition of the PTA newsletter there are a number of companies suggested which will recycle the phones in return for cash. AP agreed that she would be happy investigate this further. JLE to email the contact details to AP. It was agreed that she would report back at the next meeting with findings, and once agreed on which company to use, we could once again publicise the fact that we are collecting by both letter and in the weekly school newsletter and Summer Edition SOS newsletter.

9.2 Biscuits

CA advised group that the last Friday of the half term, Mrs Shepherd has agreed that she will once again be making and selling biscuits for the children to buy.

9.3 SOS Lottery

All group agreed that they are happy for the Lottery to be run again next year. Reminder letters will be sent out prior to the summer break; one lot to existing members, and one lot to everyone else advising them that we will be running the Lottery once again for the 10/11 academic year, and how they can become a member - in line with what we did last year.

9.4 Recipe Book

CA advised that Rachel Ackernley was looking into this item - carried forward.

9.5 Sharing Best Practice

Group discussed the benefits of approaching other schools within the area to see whether their Parents Support Groups would be interested in setting up an Agenda for Sharing Best Practice going forward; i.e. sending one of our members to their meetings and making representatives from other Groups welcome at our meetings.

Benefits of this include new ideas, sharing of knowledge and resources etc, possible downsides would be duplication of ideas. Group identified may be better to investigate into possibility of doing something with schools that are not located in Sheffield via Web to avoid duplication of ideas - to be carried forward for future consideration.

9.6 Other World Cup- based fundraising

As the Treasure Hunt Event will no longer be taking place, the Group discussed various other ideas which would not require as much organisation e.g. World Cup Sweepstake / Quiz. As TH has already collected a couple of prizes, group discussed possibility of running a World Cup themed Quiz. TH advised did not yet have the questions, but would contact her source and report back to group regarding the availability of questions.

Date of next meeting: Wednesday 9th June 2010 7pm