

## Notes from coffee morning 07/10/16

### Autumn Disco

Disco will be on Friday 11<sup>th</sup> November 2016.

Years 1-2 will have their disco from 4.30 – 6.00 p.m. All children must have an adult/guardian supervising them. There will be a maximum 100 tickets. Tickets likely to be £3 per child, a free adult ticket is offered with every child ticket sold. Adults must have a ticket to accompany children. Younger siblings are free but must be supervised at all times by their adult.

Years 3-6 will have their disco from 6.30 – 8.00 p.m. Adults must sign children in and out, cannot stay. Maximum of 200 tickets. Tickets again likely to be £3 per child.

Entry fee should include something free – possibly squash/crisps. To be discussed further.

The school will provide us with class lists so that when we sell tickets parents can tick who they are for. This is so school can identify families who don't take part, and for health & safety reasons (ease of leaving the premises at the end of the disco).

At the KS2 disco, Y3-4 and Y5-6 will leave from different exits from the hall to try and ease some of the congestion issues we had last year. Volunteers will be outside to direct parents and if they have two children to collect from different sides one of us will bring a child to them while they collect the other.

A flyer with prices on the night (of soft drinks, snacks, glow sticks, glitter tattoos) will go out to parents before the event.

We had rotas for ticket selling, helping on the night, and glitter tattoos. Rotas for ticket sales and help on the night are already quite well populated with volunteers – thank you! – so we will offer these round at the next coffee morning on Monday 17<sup>th</sup> to hopefully fill the gaps. Need 4 more volunteers to do glitter tattoos (two at each disco).

**Trish** to email for volunteers after 17<sup>th</sup> if not enough volunteers have come forward.

**Lily** is doing the posters and flyers for the discos

**Leela** is making the tickets. Leela will also speak to Jan about decorating the hall.

Reception will have a scavenger hunt/nature trail, and Nursery a Teddy Bears' Picnic, both in school time with donations of snacks and possibly small cash donations from parents.

### Year Reps

We are hoping for between one and three per year group.

We will have an evening meeting to welcome/meet them – possibly second week back after half term.

Leela, Jessica, Maya, Anna, Pete, Yanka, Jane, and Sarah all volunteered to chat to parents in their children's year groups to try and get some volunteers to agree to be Reps. Thank you!

**Trish** to produce flyer to clarify what they would do – it's mainly a communication role, getting information to parents, encouraging parent volunteers, keeping people informed. It should be a fun role – no need to come to meetings, just chat to people and be helpful.

## **Creative Committee**

Anna Ranson to be Head of CC, but she needs a team! No need to go to meetings or help at every event, just help out with making and organising decorations and our craft stall etc.

**Trish** to email Anna details of people who volunteered to help so far – thank you to those that did!

**Anna** to produce a flyer to rally some more volunteers.

## **Christmas Fair**

The fair will be on Saturday 10<sup>th</sup> December, 1.30 – 4.30 p.m. The theme will be Narnia!

We need three main prizes soon so we can order the raffle tickets. We already have a £100 voucher from Hawksmoor which is fantastic. We would like to get prizes donated if we can, rather than using our funds to purchase them.

**Leela, Jane** and **Pete** to see if they can round up any donations of large prizes in particular.

We also need prizes for the two winning classes of the chocolate tombola – possibly movie in the main hall with beanbags, popcorn, and a soft drink. We could get a latest release DVD and then use it as part of a raffle prize afterwards.

We will continue with more detailed planning in future meetings.

## **Upcoming meeting dates – all welcome**

Coffee morning: Monday 17<sup>th</sup> October.

Evening meeting: Wednesday 9<sup>th</sup> November.

## **AOB**

Audrey Bouttier has asked us to help publicising after school sale of French treats to raise money for some French books, on Monday 28<sup>th</sup> November. The children in French club will make posters. We will advertise the sale in our newsletter, by email, on FB/Twitter nearer the time.