

Minutes from FOH meeting 16th Sept held in Art room at Heywood Prep

1. Present: Helen Nester: Chair, Tim O'Connell: Vice chair and school Liaison, Bev Rodbard-Hedderwick: Nursery and Yr1, Helen Clay: Co-Treasurer, Barbara Angme-Amponsah: Co-Treasurer, Rachel Advent: Yr6, Kiera Angiewicz-dejong: yr 2

Apologise: Amanda Corker:yr4, Haley Brinkworth:yr2, Marion Bedford;yr3, Mike Fryer; Sectary and yr1, Sally: yr R, Ellen Cook: Yr R, Sophie Herbert: YrR and Ginette Anderson : YrR
2. HN asked TOC if he has had anymore wish lists from teachers, as yet he hasn't as not yet had a staff meeting.
Committee discussed Mr Carr's request for Lego Robotic Kits. All members in attendance agreed that they benefit all age groups during STEM and computer science. HN asked HC and BA-A if we have the money in the bank. HC said yes we have close to £5000. The committee Authorised School to order the Kits.
HN asked TOC how much the steel drum set was. TOC opened a link up on his tablet and showed the committee them. For the set of 15 they would cost £2000. A suggestion that money raised at the ball could maybe be used for this, maybe also inviting a steel drum musician to come and help kick start the fundraising, confirming this at a later date.
3. HN asked all present to fill out the Email consent form. Please can all committee members not present fill out form which has been left in the school office.
4. A-Hall all year groups organising
B- Christmas Hampers and Raffle: **Still needs allocating a year group**
C- Grotto: Helen- Year 2 and Reception
D- Valentine Disco: **still needs allocating a year group**
E-Quiz Night: Bev with Nursery and Yr1
F-Summer Fun: all year groups to organise like Halloween disco
G- The Ball/Festival: Rachel with Yr6

Can the year 3, 4, 5 reps let me know which of the event they would like to run subcommittees for: Valentine disco or Christmas Hampers
5. HN said she has checked in cupboard twice, 1 to do drink stock and other for Alana to show what was what. HN talked about learning from last time, Food Tokens was a good idea, having food and drink together on gravel was good. Craft activities in RV room worked well and had more people visiting it. Two complaints from last time: Alcohol Price, please can the group on the bar look at prices and decide if the prices need changing. (Since meeting Alana has sent me price list from last year and they are as followed: Glass or wine, Prosecco and Bottle of beer/Ale £3, Soft drinks £1, Squash for children free). The other complaint was price for ticket, for all events in last 2 years we have had a family ticket price for Halloween Disco and Summer Fun, the committee discussed whether or not to change the pricing structure and as a group decided to keep the family ticket pricing as before £10 Halloween disco and £15 summer fun.
HN asked TOC if FOH can use the School Eventbrite, he said yes but we would have to pay a percentage charge per payment. TOC is finding out how much this will be.
TOC was asked about recycling as FOH would like to support the ECO Warriors, School can recycle Card, Paper, Plastic and cans. All can go in one bin bag and then disposed of in the main school bins. School can't recycle glass but FOH can do this. At event we will need to big bins for the recycling and

normal waste and a further tub to put our new glass in so they can then go into the dish washer, after summer fun looks where put into normal waste and FOH members went through rubbish to reclaim as they cost a lot of money. Alana informed HN that in the cupboard there is a crate of the cups that had come broken unfortunately these where do to be returned but didn't.

BR-H has said she would create a poster for Halloween disco and then school will print these for us. HC volunteered Matt Clay to DJ for the disco. TOC informed FOH that school have some DJ equipment (lights, smoke machine) which can also be used on the night, TOC also said that the lights and sound system in the hall can be used.

RA suggested we do the inter house dance comp again, each yr6 head will pick a song and organise their house group according, TOC will inform Yr6 Heads of house.

RA has asked if the gates can be decorated again this year as was lovely a few years ago. HN agrees that this would be a great idea.

HC asked if we could do a sweet stall, HN said she saw in Sainsbury's large tubs of 5KG sweets. BR-H said she is going to buy some.

AC sent HN an email after the meeting with feedback from last year. Food: brought 180 sausages plus special diets, said we ran out and could have done with 20 more.

TOC said for RA to speak to Roberto (new school chef) about ordering food and drink, making sure we are detailed with what we want.

Stall allocation:

Yr1 and Nursery- Candy Floss and Sweet stall

Yr2 and Reception- Craft Room

Yr 3- Ghost Shoot out

Yr 4- Doughnut Dangle

Yr5- ?

Yr 6- Bar and Food

Since meeting HN has emailed TOC to ask if the teachers will do a few stalls. HN has asked if they would like to do a mad scientist Slime making stall, coconut shy, biscuit making? I will let you know one I hear back from them.

Since meeting HN has found 2 giant Jenga games in the cupboard, these where brought for summer fun but not used. Maybe these could go out as an unmanned stall at Halloween disco?

6. Next meeting is on November 6th at 7.00pm venue to be confirmed.
HN said that going forward would like to have only 1 meeting at the beginning of each term to brain storm for events, this will allow subcommittees to then go off to plan.

7. No AOB