

MINUTES

TRINITY C OF E/METHODIST PRIMARY SCHOOL

PARENTS and FRIENDS ASSOCIATION

27/09/2017 9.10am | Meeting called by Tracy King

Committee members

Tracy King (Chair) | Jo Pollard (Secretary)

Apologies: Julia King (Vice Chair)

Minutes from previous meeting

Minutes accepted as true record

Grant Form

We have applied for a Local Member Grant to cover the cost of the Christmas Programme. We have applied for £410 - which is what it cost us for the summer fair programme – so all monies raised from advertising will be profit. Waiting for LCC to approve.

MacMillan Coffee Morning

TK Lead

TK explained that everything for the MCM is already organised, just got to bake. We have enough volunteers for the morning need to check for the afternoon.

ACTION: TK to email volunteers.

ACTION: TK to ask SR for floats.

Quiz Night

Quiz night 13/10/17

Doors open at 7.00pm for prompt start: 7.30-9.30pm

Cryptic story: 20pts (ask John K to email through)

7.30-7.45 round 1 Science & Nature 10pts

7.45-8.00 round 2 Entertainment 10pts

8.00-8.15 round 3 Sport 10pts

8.15-8.30 comfort break

Picture flyer: Music 20pts (10 pics but need artist/ album?)

8.30 - 8.45 round 4 History 10pts

8.45 - 9.00 round 5 General Knowledge 10pts

Joker can be played on any 10 question round!

£2 p/p

Or £10 per team of 6 (maximum no of participants)

Aim to get 10 teams = £100 or if we charge £3p/p or £15 per team = £150

Bring a bottle

Soft drinks and nibbles available for:

Cans 70p

Water 50p

Crisps £1.50 p/bag

Popcorn £1.50 p/bag

Chocolate share bag £1.50

Sweets share bag £1.50

Drink: BYO

JP to design posters for the quiz night and need to advertise on Facebook. Only 2 weeks left. Discussed getting Dominoes involved to supply supper. Sell each slice for £1 each. Also discussed nibbles. Nuts, Crisps, Popcorn, Share bags. JP to create a sign-up sheet so that we have an idea of numbers.

ACTION: JP to create promotional materials

ACTION: JP to create sign-up sheet

ACTION: JP to finish writing the Quiz

ACTION: TK to email Dominoes for sponsorship

ACTION: TK to advertise on Facebook

Book Fair

TK had a meeting with S Kenyon on Friday 15th September. Discussed what she been given by Scholastic. Year 6 Pupils to design the bunting for decoration.

ACTION: TK to look at Book Fair Materials

TK to create promotional materials for book fair

TK to organise materials to go home in book bags

TK to arrange volunteer list to help on the night

Xmas4schools

TK Lead

TK has discussed Xmas4Schools with JW. TK asked if the pupils could spend part of the last day of this half term to draw their pictures. JW preferred that we send it home with the pupils instead. The boxes have arrived.

ACTION: TK to look at the materials that have been sent.

JK Lead

The Filling Factory can host the event.

We've got the filling factory!! 😊

£3 glass of prosecco on arrival, min 100 people tickets sold, £10 raffle prize voucher. No tables though so we need to work on that.

TK and JP discussed stall holders and their participation on the night. Could they do demonstrations? Maybe 15 mins each?

For e.g. Tropics: make-up demonstration

Forever living: Facials etc

Stall Holders:

Tropics

Forever living

Avon

Stella and Dot

Candles

Body Shop

Ann Summers

Karen Makin (Slimming World) can only advertise as she has a session on Thursdays.

JP suggested an Ann Summers rep to lighten the evening.

TK suggested looking into businesses on "Local Businesses" page on Facebook.

TK suggested finding a boutique for a fashion show.

Discussed £10 ticket fee and agreed that it was a fair price.

£3 glass of Prosecco on entry

Nibbles and canopies

Entry into the raffle

Demonstrations

Entertainment

Discussed Stall Holder fee of £20 – Would this contain a raffle prize?

Demonstrations would enhance their products so beneficial to us both.

Prizes: £50 Matalan Vouchers (JP)

Forever Living Vouchers (TK)

Stella & Dot (?)

3 litre bottle of Prosecco (JP)

Tickets: Professional? Touchnote? Vista? A6?

ACTION: JK to contact companies for involvement

ACTION: JK to do market research into the price of tickets to see if people would buy them.

Children in Need: Need to Bounce Event

TK Lead/JK lead on the day

TK been in touch with SJ Enterprises about the bouncy castles. They can provide a bouncy castle for each site on the 17th November. Bouncy castles are not manned.

TK mentioned that she wouldn't be here on the day.

ACTION: TK to email SJ closer to the time.

TK to discuss the details with JW closer to the time.

Christmas Fair

Christmas Fair is in the diary for Saturday 2nd December.

Adverting: Are we getting banners for the event?

Raffle Tickets: Need to sort out prizes so that we can get the raffle tickets printed by mid-November. Got a Samsung phone (S8)! Tablet?

JP and TK went through the PTA UK list (A-Z of Christmas Fairs)

Opening of Fair: School Choir or/and Buckshaw Vamps?

Santa's Arrival: Horse and Carriage?

Rotary Sleigh?

Fire Engine?

Police Car?

Digger?

Subway Bike?

SANTA'S GROTTTO: Where? Classroom? Outside? Marquee?

Decorations: Theme?

- Winter Wonderland? IN or OUT
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Winter wonderland – Why not hold your Christmas fair in the late afternoon, with all the stalls outside and fairy lights leading to Santa's grotto. With everyone wrapped up in hats and scarves, it's sure to have a wintery feel as the afternoon draws in. Decorate stalls with paper snowflakes made by pupils and fairy lights or even fake snow if you want to push the boat out (and if your school caretaker agrees!). Sell mulled wine and hot chocolate to keep everyone warm while they browse.

Elves: Year 6?

Presents: Facebook Poll suggests books

Cost: £2 or £2.50

- Entry into Grotto
- Gift
- Candy Cane

In 3 hours Santa can see approximately 60 kids. Do we have 2 Santa's?

Selling Tickets:

Pre-booked Santa Pass? Parents can fill in info for the child so that its more personal.

Long Queue? May get more people through the grotto

Post Box

Children write their list to Santa, post their letter! Need pre-printed sheets ready. Fold to create envelope.

CHRISTMAS FAIR FOOD:

Baps filled with Turkey & Stuffing

Bacon Rolls?

Hot Dogs?

Mince Pies?

Waffles?

Popcorn?

Burgers?

ACTIVITIES:

Auction?? Discussed and thought it should have a separate evening. Didn't quite work at the summer fair but the sound system was down. Do we give it another go???

Craft: Lots of things that can be done with craft but it needs its own space. Discussed Angela taking a lead on this one to promote Get Crafty.

Sarah's Balloon Extravaganza: Our very own Sarah Riggott and her fantastic balloon skills.

Bauble Bobbing: Similar to hook a duck so already got resources

Bauble bobbing – Similar to a 'hook the duck' game, fill a paddling pool with Styrofoam shapes and Christmas baubles. Participants hook the baubles out of the pool. Each bauble has a different coloured spot, each colour representing a prize.

Choco Cards: Already got cards – just need chocolate - donations

Choco cards – Lay one pack of cards out on a table, placing a wrapped chocolate on some of the cards, with booby prizes or nothing on the others. The children choose a card from another pack, and win whatever is on the corresponding card.

Drop the coin on the Reindeers Nose: Easy, Quick, Compleitive

Drop the coin on Rudolph's nose – Fill a big tub of water and drop a laminated picture of Rudolph in the bottom. Land a 50p on his nose to win, an easy money spinner.

Face Painting and Nail Art: Again, a no brainer! Always a hit. Resources available.

Face painting – Think festive: snowmen, reindeer and snowflakes and swirls.

Nail stall – Nail painting is always popular. Use quick dry nail paint and use nail art pens to allow you to quickly draw designs: polka dots, flowers and snowflakes are easy and eye-catching.

Giant Snowman: A bit like the bean bag toss but will make it out of MDF to stand up.

Giant snowman – Draw a giant snowman with holes cut out and get children to throw three balls, a prize for getting a ball through a hole.

Gift Room JP explain

Knock Santa off the chimney – A simple but fun game, just like the funfairs do it, sit a stuffed Santa on a platform decorated like a chimney; three chances to win by knocking

Knock off with the ball
Guess the Reindeers Birthday

Guess the reindeer's birthday – A good game to play to relieve the wait outside Santa's Grotto, rather than a money maker.

Knock Santa off the Chimney

Mince Pie Madness

Mince pie madness – Create out of cardboard/ hardboard a large Santa's face and cut out a hole where his mouth should be. Children can aim mince pie shaped toys at his mouth and win prizes for getting any in. Remember to make it trickier for older participants.

Pin the Nose

Pin the nose – Just like pin the tail on the donkey! Rudolph, Olaf (Frozen) and other Christmas characters are fun to use and prove very popular.

Photo Booth: Different ideas of how to run it.

- Elf Yourself?
- Selfie?
- Family Photo?
- Photo Stand?

Photo booth – Gather the silliest Christmas hats, funky glasses, tinsel, and decorations to create a Christmas booth. Add a homemade Christmas frame for fun. Find a quiet space, borrow a camera and offer to email/print the pictures for a cost. Make it a challenge, the silliest photo of the day wins a prize. Stuck for a photographer? "Let the Y6 run it as a selfie booth and charge per person rather than per photo"

Personalised Christmas Bauble

Personalised Christmas bauble – "At a recent Christmas fair, a lady had boxes of red, blue and silver baubles. For £1 each, she personalised one of your choice with child's name just using a silver pen. She must have made a fortune as she sold out quickly." Pop the decorated bauble in a paper bag with tissue paper in to make it feel extra-special. Children will also love this if you offer to write a message on it "Love you, Mum/ Best Dad in the World", with their name; great present idea for kids to give relatives, and a lovely keepsake for the recipient.

Rudolph's Magic Carrots

Rudolph's magic carrots – All that's needed for this one is a bunch of carrots, a coloured pen, a tray of sand and some cheap prizes. Put Rudolph's carrots in the sand and pull them out to find a winner (the ones with coloured tips)!

Where's Santa?

Where's Santa? – Create a map of the world to guess where Santa is. Get children to put a sticker or pin where they think he is and record their details against it. Later on, pull a country out of a hat and the winner gets a stocking filled with goodies.

STALLS

Cake Stall: Obvious one. Always does well. Donations of Cakes.

Sweet/chocolate Stall: Obvious one. Always does well. Donations of sweets/chocolate

Book Stall: Again, rely on donations

Uniform Stall: Instead of Oct.

Class Stalls: Will Mrs. W go for it!!

Class stalls – Each class runs their own stall and spends as little as possible in the race to making the most money. Teachers and children to staff the stalls and a prize goes to the class stall that raises the most. "Class stall competitions on who can raise the most money is always a huge hit."

Coloured stalls – Each class/ year group has a different colour and children bring in things new and old of that colour, with teachers of that class/ year staffing the stall. "Kids love it, it's like a swarm of locusts over the stall and most items are sold really quickly – within one hour."

Pets Corner

Pet's corner – Make up your own stockings for pets by buying bits and pieces from a wholesaler, including a ribbon and a gift tag.

Tombolas

Chocolate

Bottle

Christmas Treat Stall:

Hot Chocolate and Reindeer Cones:

Hot chocolate reindeer cones – Make up hot chocolate cones to look like Rudolf. Fill a plastic cone with powdered hot chocolate at the bottom and fill the top half with mini marshmallows. Draw a reindeer face on the cone and tie it with festive ribbon.



- 2 Piping Bags – we used [12 inch piping bags](#)
- 1 Hot Chocolate envelope – We used these [Swiss Miss hot chocolate packets](#)
- 2 tbsp Mini Chocolate Chips
- 1/3 cup Mini Marshmallows
- 1 Red Pom Pom Ball
- 2 Google Eyes
- 1 Rubber band
- 1 Brown Pipe Cleaner
- Glue

There are other variations that can be done too.

Santa's Treat Pack



Santa's Treat Pack™ (Cardboard)

£20.00



Sweet Stocking Fillers



Sweet stocking fillers – Buy clear cellophane bags in bulk from a wholesaler or eBay. Fill with either milk chocolate raisins (reindeer poo), mini marshmallows/white chocolate buttons (snowman poo). Design your own paper label, fold over the top and staple shut.

COMPETITIONS

Biggest Mince Pie Competition

Winter Disco

Book Scruff??

Meeting Finished 11.45am

Next Meeting: Committee: 3rd October @ Sarahs 7.30pm

ESC: 4th October @Botany Bay 9.10am