

FOMP MEETING - NOVEMBER PLANNING MEETING				
AGENDA ITEM	AGENDA INFO	AGREED Y/N?	NOTES	PERSON(S) ACTIONING
UPCOMING EVENTS (up to Christmas break)	Xmas Cards	-	Sales are a little down on last year but pretty close. They will be sent home in a few weeks with the children, after they have been quarantined.	Actioned
	Bag2school	-	Collection by Priory Walk car park. A cover may be required if weather forecast is rain as they will not pick up wet bags. Emma/Maddy to kindly provide tarpaulin sheets for cover if needed. Abbey to drop bags at 7am to reserve the best space in the priory walk car park.	Actioned
	Xmas Crafternoon Bags	-	Bags to be ready for November 30th if possible so they can be sold throughout December. 2 versions of bags to be made - KS1 and KS2. Suggestion of a Christmas Eve bag as well as the Crafternoon bag. Offer a multiple order discount if works with costings. Price to be confirmed but agreed should not be higher than £4.	Abbey & Elina
	Year 6 Leavers - Family Quiz/Personalised Xmas items to sell	-	The Y6 Leavers Committee have planned a quiz via Zoom using Kahoot. It was highlighted that it was unclear that it was open to all at the school, rather than just for families with children in year 6. Helen to post again for clarity.	Actioned
	Xmas Presents - Reception children	-	The books have been agreed, ordered and received. Donations of wrapping paper requested - Elina has 2x1m rolls to be handed to Helen, and Gill has also offered some. Books will be wrapped and quarantined well in advance of handing out. £66.95 has been spent on these books.	Helen (Elina and Gill)
	Xmas Book Advent - Reception children	-	We will be running the book advent for the children in Reception again this year. Last years books have been handed to Mel. All books to be wrapped in advance in order to be quarantined before handing over to the teachers on 1st December.	Mel
	Santa Visit - Reception children	-	Agreed with the school to hold Zoom Santa visit this year. Alex Knowles has agreed to do it if available. EDIT: Alex is unable to do it after all so another volunteer is needed.	Helen
	Free school meals provision	-	Maddy was keen to follow up with Mrs Howell about the provisions during the Xmas holidays for those who require it. Maddy has also kindly agreed to liaise with Morrisons as to whether they would work with Monkfield if there is not coverage for the entirety of the school holidays.	Maddy
Additional Ideas for Xmas term	Xmas Puddings/Xmas Cookie Mixes in a jar	N	Both are considered difficult logistically given the COVID situation. Furthermore, in the past they have been difficult to sell.	-
	Xmas Eve Boxes	Y	See notes on Crafternoon bags	-
	Xmas Lights/Decorations Trail - Free	Y	All agreed - Will try and collaborate with other schools PTA to put in place. EDIT - Jeavons Wood and The Vine would like to collaborate on this.	Helen
	Year 6 Leavers Committee update	Y	The Y6L Committee suggested the idea of an Auction (online or in person depending on restrictions) asking companies and parents for donations. It was suggested to the Y6 Committee to combine this with FOMP to make it a larger event and they agreed. All agreed in the FOMP meeting that this would be a good idea. Letters to be sent out to companies in January and can post and ask parents/carers before Xmas to donate any unwanted/needed Xmas gifts.	ALL
	Break the Rules Day	Y	Agreed, when the school feels it is appropriate to hold.	TBC

Additional ideas for Spring Term	Quiz	N	Agreed not to hold - will wait to see the success of the Quiz being held for the Y6L committee event	-
	Zoom Entertainer	Y	All agreed - would be nice to see if there is a STEM entertainer. Look into options and gather prices and availability.	Kush
	Raffle/Auction	Y	See Y6L committee update	-
	Any other ideas - Donations	Y	Maddy highlighted that it is not clear how to donate directly to FOMP. It is now possible to add a donation option onto PTA events to allow parents to donate directly if they so wish. Easyfundraising also has a direct donate button set up. Information on these options to be advertised/circulated when all set up.	Helen/Jodie
	Any other ideas - Calendar	Y	It was suggested that we could run a competition for children's pictures to be put into a calendar, sold by FOMP. Look into timings.	All
	Any other ideas - Easter Egg hunt	Y	Hoping to be able to hold a hunt this year. Dependent on COVID situation.	Maddy
	Any other ideas - Circus	Y	We currently have a June 2021 booking, postponed from last summer. Need to follow up with the company and confirm all is still okay depending on restrictions. EDIT: They confirmed that their 2021 summer schedule is still in place.	Helen
Housekeeping	Treasurer Update	-	Gill provided an update on the finances. £1,001 in CBS and £2,747.42 in Barclays as of 30 Sept. £111 made by Second Hand Uniform sales to date this financial year. Gill starting to shred pre Aug 2014 paperwork. Gill to go through the charity commission checklist with Helen. Gill requested that all expenses now need to be electronic with scanned receipts.	Gill & Helen
	Grants	-	ASDA grant information was submitted to the school but was not chosen to be pursued. Will keep on looking for further grants that may be appropriate.	All
	Donations/Sponsorship Spreadsheet	-	The list put together for the Autumn Fete 2019 needs updating, particularly to prioritise local companies for an increased chance of donations/sponsorship.	Elina
	Xmas Tree	-	It has been agreed by the school that we can have a Christmas tree this year. Tree needs to be sourced. An enquiry has been submitted to Bury Lane who previously have supplied the tree. The Xmas Lights PAT test has been carried out.	All
	Xmas Lunch	-	We need to confirm if the school would like a Xmas present for all the children for Xmas Lunch at the school this year (17th December). It is likely that it will need to be something individually packaged. Last year we spent £130 in total (£160 the year before) . All to look for ideas.	All

<p>Other items added</p>	<p>Bigger Posters and Awareness</p>	<p>-</p>	<p>Several members raised that the posters advertising FOMP sales/events could be made bigger (A3) and also we need more awareness on FOMP - who we are and what we do - we need to look at creating clearer posts and posters detailing this. One idea was to cover the back of the FOMP shed in chalkboard paint and make larger notices on there so easily visible - to be looked into and check that any notices couldn't be altered from anybody outside the fence! Interestingly, it was not known by all that FOMP donated the "Ready for school colouring book" for the Reception new starters that were sent out at the end of the last school year. Ordinarily these would have been handed out in person to the parents of new starters at the Reception Starters Parents Evening but this could not take place in the summer. It was suggested that we should get a "Donated by FOMP" stamp to label items donated in the future and we should make it clearer on the Facebook pages when things have been donated by FOMP.</p>	<p>All</p>
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