

The Friends of Laleham School

Monthly Meeting

Monday 7 July 2021

7pm on Zoom



Attendees (Committee & Trustees)	Other Members	Apologies
Emma Sayle, Chair Helen Panyandee, Vice Chair Anne Winterbottom, Treasurer Sarah Ellis, Secretary Lorraine Hyman	Mr Meehan Ali Careless Laura Stevens Laura Butler	Jean Miller Laura Henley Mel Warren

Agenda

FoLS updates

- Actions from previous meeting
- Decisions made in between meetings
- Treasurers report
- Laleham Celebration
- Website

- Forthcoming events and activities – Autumn Fair, Christmas cards, Laleham School Cookbook, silent auction
- New parents

School events

- Ice pops sale
- Book Fair

AOB

Item	Discussion	Actions
1. Previous minutes and actions from previous meeting	<p>Completed</p> <ul style="list-style-type: none"> • GDPR – emails sent to everyone on the mailing list. • All Laleham Celebration actions completed. • SE to send Terracycle risk assessment to Mr Meehan for review. • Fathers Day gift bags – all actions complete • Bags2School collection – all actions complete • SE reply to the email from Reception re ice pops • A question was asked whether year 6 parents should be removed from the website once they've finished school. All to consider – response is not to take action, people will leave if they want to and there's no confidential information on the site <p>Carried forward</p> <ul style="list-style-type: none"> • Change Booker card – Lorraine will action • Tea towel - ES to email school to request assistance from the teachers to get a picture of every child drawn by each child. → Carry forward, do in the Autumn Term 	LH ES
2. Decisions made in	Following the last meeting <ul style="list-style-type: none"> • School asked whether FoLS would purchase ice pops for sports day. This was discussed by the committee and agreed. 	

	<p>ACTIONS:</p> <ul style="list-style-type: none"> ➔ LH to continue the work on this project <p>Christmas Cards Siobhan will lead on this years cards, ask for volunteers to shadow her with a view to taking over in 2022.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ➔ Someone to create social media posts to ask for volunteers 	LH SR
7. New parents	<p>ES has set up a FB group and there are a few parents in this group.</p> <p>FoLS will attend the events for new parents.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ➔ Mr Meehan to provide details. ➔ FoLS to consider organising a specific event for parents – discuss once more is known about restrictions in the Autumn Term. 	NM All
8. School events	<p>Reception fundraising The ice pops will be distributed on Friday 16 July. 3 volunteers have been found, details are needed from the school to give to these volunteers</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ➔ Early years to provide details <p>Book Fair This has been rebooked for the Spring Term, commencing 27/1/22.</p>	
9. AOB	<p>FoLS will be getting new email addresses and shared storage space under a free charity license from Microsoft. Details will be shared once the set up is complete.</p>	SE
Dates of next meetings	<p>From September 2021 all meetings will take place on the first Tuesday (unless school holidays) of the month at 8pm.</p> <p>September 7th October 5th AGM November 2nd December 7th January 11th 2022 February 1st March 1st May 3rd June 7th July 5th</p>	