## The Friends of Laleham School

Monthly Meeting

Monday 7 July 2021

7pm on Zoom



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

## **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
Previous     minutes and     actions from     previous     meeting	<ul> <li>Completed</li> <li>GDPR – emails sent to everyone on the mailing list.</li> <li>All Laleham Celebration actions completed.</li> <li>SE to send Terracycle risk assessment to Mr Meehan for review.</li> <li>Fathers Day gift bags – all actions complete</li> <li>Bags2School collection – all actions complete</li> <li>SE reply to the email from Reception re ice pops</li> <li>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</li> </ul>	
	<ul> <li>Carried forward</li> <li>Change Booker card – Lorraine will action</li> <li>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</li> </ul>	LH ES
Decisions made in	<ul> <li>Following the last meeting</li> <li>School asked whether FoLS would purchase ice pops for sports day. This was discussed by the committee and agreed.</li> </ul>	

	between meetings	Year 6 reps asked if FoLS would pay for ice cream van to come to school to treat year 6 leavers. This was discussed by the committee and agreed.	
3.	Treasurer's report	The income and expenditure totals for June were presented.	
		A savings account has been opened to maximise the income. Interest will be paid quarterly whilst we're fundraising for the outdoor classroom.	
		The table below shows a summary of the key items last month.	
		The Treasurers report can be downloaded from the FoLS website - Friends of Laleham School (pta-events.co.uk)	
		Item Net Laleham Family and Friends Day (more income to £3645.31	
		be received) Uniform Sale	
		Virgin Money – regular donations £30.80 Fundraising – Charlie La Mere 3 peaks challenge £50	
		Website shop £281 Fathers Day £170	
4.	Laleham Friends and Family Day	The event went well, there were 8 stalls run by FoLS. The residents association were happy and the feedback received from attendees was really good.	
		Thank you to everyone who helped get ready for the event and attended on the day. The fundraising total was over £3500 which is a great addition to the funds for the new outdoor classroom.	
5.	Website	Need to review the content and put a plan together for new content. If anyone would like to help please contact Laura.	All
6.	Forthcoming events and activities	Terracycle Collection The next collection will be Saturday 17 July 9.30 to 10.30 in the school car park.	SE
		Autumn Fair As the guidance from DfES is yet to be published following the changes to government policy around covid it is not know what school will be supporting during the autumn term. Decisions will have to be made at the beginning of September and planning take place very quickly before 18 September (the planned date).	
		Silent Auction For both fairs typically have a silent auction, it takes a few months to ask companies for items and collate. After discussion it was decided to aim for November.	
		ACTIONS:  → LS to investigate how it will work on the website  → LS to talk to other volunteers who usually help organise	LS LS
		Laleham School Cookbook There has been a delay due to an IT issue and the design files being lost. These have been re-created and we will aim for a publication date in the Autumn Term.	

	ACTIONS:  → LH to continue the work on this project	LH
	Christmas Cards Siobhan will lead on this years cards, ask for volunteers to shadow her with a view to taking over in 2022.	SR
	ACTIONS: → Someone to create social media posts to ask for volunteers	
7. New parents	ES has set up a FB group and there are a few parents in this group.	
	FoLS will attend the events for new parents.	
	<ul> <li>ACTIONS:</li> <li>→ Mr Meehan to provide details.</li> <li>→ FoLS to consider organising a specific event for parents – discuss once more is known about restrictions in the Autumn Term.</li> </ul>	NM All
8. School events	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	
	ACTIONS: → Early years to provide details	
	Book Fair This has been rebooked for the Spring Term, commencing 27/1/22.	
9. AOB	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.	SE
Dates of next meetings	From September 2021 all meetings will take place on the first Tuesday (unless school holidays) of the month at 8pm.	
	September 7 <sup>th</sup> October 5 <sup>th</sup> AGM November 2 <sup>nd</sup> December 7 <sup>th</sup> January 11 <sup>th</sup> 2022 February 1 <sup>st</sup> March 1 <sup>st</sup> May 3 <sup>rd</sup> June 7 <sup>th</sup> July 5 <sup>th</sup>	