



Meeting Minutes - All Parent Committee Meeting

20th September 2021 6:45pm

School Library

Attendees:

Eleanor Mitchiner (Chair)	Angus Farr (Treasurer)	Clare Dunne (co-Secretary)
Molly Jarvis (co-Secretary)	Wendy Andrews (Staff)	Viviane Wild
Richard Hayes	Sophie Douglas	Paul Koloi
Lisa Mullan	Mike Cloud	Gurwinder Kaur
Asa Schonbach	Nazret Kahsay	Caroline Carr
Robert McElvanney	Karen Savage	Jax Moseley
Caroline Hunter	Antonia Hinds	Helen Glanville
Anne Moyseowicz	Amanda Kamin	Lori Etienne

Apologies:

Jude Turton
Lucy Hamer

1: Brief Introduction/ Welcome

- We are a charity and so need a core team of Officers (Chair, Treasurer, Secretary).
- Core committee plus extra groups with specific roles, e.g. bids team, social media, school uniform, etc.
- Wendy Andrews is the Business/HR Manager of The Charter Trust and works closely with the Friends.

2: Approval of previous minutes Approved

3: Update on last year's projects/ new projects

- Art for ChArter – fundraising campaign took place during January's lockdown for "Wall Art" to brighten up the corridors; first displays should be going up during October half term.
- Give Charter some notes – this was the summer term campaign for funds to create a music ensemble room; a chunk of this work will begin during half-term.
- Dragons' Den – the children suggested ideas for improving the school and the Friends offered up to £1000 to enable the project. The winning project is to install feminine hygiene products in the girls' toilets (currently they are stored at Reception). The Friends would like to find a sponsor to fund the event next year.

- Recipe Book – suggested by Food Tech department (Ms Nunez) and announced by Viviane Wild. Some recipe challenges were worked on during lockdown and beyond. There are now about 50 recipes ready to be included in a school recipe book. Viviane has found a company called “Word of Mouth” to print the book but someone needs to take ownership of the project. Recipes have been contributed by staff and students. The Art department have designed the cover.

Action: volunteer(s) needed to take on the realising of creating a recipe book using one of the many organisations that do this.

Request: for Friends to fund the project initially ~200 books x £3.19 (£638 in total). The books will be sold for ~£6, printing costs are £3-3.50. Any profits can be used by the Friends for any of their projects or put back into the food tech dept.

Agreed in principle to fund it.

4: Christmas Fair - 25th November

- Lots of volunteers needed, e.g. bar, bbq, external stalls, internal stalls. Ideally each area would have a lead person and a supporting team
- Amanda and Karen (previous bar team) volunteered to help with drinks
- Gurwinder offered to run a home-made samosa stall
- Viviane and Jax are happy to advise based on their experience of previous fairs

5: Volunteers in 2021 - 2022

- Hospitality team
- recruits to committee & teams

Volunteers are always needed to keep the Friends going. Wendy re-iterated how important the extra funds brought in are to the school.

6: Parent year group socials

- It has been suggested that Y8 could do with a social (and maybe other years) but this would be informal and needs someone to organise
- There has been one Y7 disco (2019) – could this be done again?

Amanda Kamin is happy to organise Y8 drinks and maybe something for the kids

7: Parent queries

- WhatsApp for parents/carers of children with special educational needs (SEN). Friends will set this up for all year groups. The SENCO offers a tea/coffee morning around week 4 for parents/carers, English dept has previously done a book club for parents and children. Hopefully this will happen again this year.
- How often will we run the Friends meetings? Since pandemic meetings have been held termly, but this is tbc

8: AGM 11th Oct 2021

Do we do it in person or on Zoom? Can we be online as well as in person?

Action: Eleanor to talk to Wendy

9: AOB

- Quiz: will we run the quiz in March? Jo Brand has contacted the school to offer her help.

Action: Wendy to contact JB to confirm a date.

- Summer festival: the school would like to run this next summer as it was cancelled last year.
- Fundraising:
 - The Friends aim to spread money around so as many children as possible benefit, eg. Wall art, Dragons' den offering rather than things only for Art, music, textiles, etc (but we do that as well).
 - Wendy confirmed the need for any funds raised by the Friends, especially things like food and alcohol for the staff.
 - A parent has asked for funding for SEN staff. The Friends fund things that the school ask for and the SEN department have not asked the Friends for money so far. Wendy focusses on getting good staff for SEN. Friends could support training courses but not salaries.
Annie Moyseowicz has offered free training for the school staff.
Amanda Kamin would like to work with other parents and staff (via the WhatsApp groups?) to develop the offering.

AGM will be held on Monday 11th October at 6.45pm, venue/remote access tbc