

FORS minutes: 4 October 2022

- **Declarations of interest**
 - Esme Thomas, Fran Clifford and Kerri Drinkwater are unable to vote on behalf of FORS financial matters due to their official positions they hold within the school.
- **Vote for Chair, Treasurer and Secretary Committee roles**
 - The current members will remain for another year. The committee roles are:
 - Fran Clifford (Chair)
 - Florence Drumez (Treasurer)
 - Charlotte Coggins (Secretary)
 - Florence will be leaving at the end of this academic year.
- **FORS accounts - Summary of the accounts**
 - FORS has an income of £5,000 during the 2021/22 academic year – the majority was from Woodlands Day and FORS Draws
 - £2,700 was spent during the year – the money went towards prizes, gifts and equipment
- **School Discos**
 - The Halloween discos will take place in the school hall between 5:45-7pm. 4 parent volunteers needed to sell glow sticks and sweets. No raffle this year. The tickets will be £5 per family. PP children's tickets will be funded by FORS.
 - There will be no physical tickets, but money can be handed in at reception in a named envelope and Mr Vincer will organise a spreadsheet to collect the names.
 - Disco dates for this year are:
 - Halloween disco - Tuesday 18th October – Helpers: Ellen, Esme, Fran and Taryn
 - February disco – Tuesday 7th February – Helpers needed
- **Christmas:**
 - **School Christmas shows**
 - Run a bar for the evening shows – Friday 9th, Monday 12th, Tuesday 13th
 - Mr Vincer to arrange Sale of alcohol licence
 - Volunteers needed to buy the alcohol and sell on the nights. Approximately 2 people per night
 - **Christmas Fayre**
 - Santa train will be running again.
 - FORS is looking to run 1-2 stalls. Possible wood craft activity in the school. For example, wooden reindeers or wooden Christmas trees
 - If availability in the village hall, then possible activity stall, similar to last year eg, jar raffle.
 - **Christmas wrapping activity**
 - Parents donate small gifts suitable as presents eg, soaps, mugs, food gifts, etc. No alcohol.
 - The children pay £1 to choose an item for a parent and wrap it. Maximum two items per child.
 - It will take place on the same day as the school Christmas jumper and Christmas lunch day.
 - Fran to ask Leigh if she has any craft paper available for wrapping
 - Volunteers needed for wrapping up the presents

- PP children will be funded by FORS
 - Request for donations to be sent out soon to give people time
- **Hardship fund:**
 - FORS to put £500 into a hardship fund for the school to use on children who require any extra help to fund school uniform, equipment or clubs.
 - Lynn from The Star has offered to propose at the next Parish Council meeting that Rolvenden Primary receives a donation towards the hardship fund.
- **Children's clothes swap**
 - 8th November children clothes swap will take place in the hall. Parents will bring in unwanted children's clothes and can choose any items in the hall. No money will be exchanged.
 - 10th November Clothes bin collection has been arranged with Bags4School in the morning to pick up any unwanted clothes
 - Bags4school will be giving out bags for people to put clothes into.
 - A message can be put out to the local community in case other people would like to get rid of clothes, however the donations can only be made on 8th and 9th November
 - The clothes taken away will be weighed and the money made will be given to FORS
 - Volunteers will be needed to collect and sort the clothes on the afternoon of the 8th November
 - A tuck shop could also be arranged on the same day to encourage people into the hall to take advantage of the clothes swap
- **Rolvenden School Football kit request**
 - Shane Simms is organising the school football team and has asked if FORS could contribute towards the football kit (costing around £150) and equipment including approx. 10 x size four footballs, training cones, four corner flags and two seven-a-side goals.
 - Although FORS were happy to help, Rolvenden Tigers have offered to donate £200 towards the kit and equipment.
- **Fundraising ideas**
 - Christmas Cards for school – we will look into the costs involved in designing and printing Christmas cards for the children to buy and decorate
 - Tea towels – Char to arrange this so they are ready just before Easter.
 - Quiz night at the Vine – Ask Leigh if we can organise a night for January
 - Racing night and Full Monty at the Star – Organised by Lynn at the Star. The events will take place during their FunFest in May. Money raised will go to couple of charities, including FORS
 - Possible teacher/ parent netball match in Summer. Could there be sponsorship included this time to raise money for FORS?
 - Friday tuck shop – set up a stall every Friday after school with old school sweets in paper bags. £1 a bag of sweets. Volunteers could be on rotation.
- **FORS cupboard**
 - Char, Esme and Fran will reorganise the FORS cupboard on Monday 10th October.
 - Bex will collect some plastic boxes needed to organise the school uniform, so it is easily accessible for staff find items if needed