



## Minutes of Meeting

Meeting: FOSS Welcome & Christmas Planning  
 Date: 10<sup>th</sup> October 2019  
 Venue: Sharow School Class 5  
 Attendees: Claire Tassel, Jackie Palmer, Emily Wilson, Olivia Redhead, Lou Johnson, Natalie Moore, Bethan Dailey, Anna Blackmore, Claire Colley

Item Number	Areas Discussed	To Action
1	<p>Introduction to FOSS by CT summary of events we have held over the last year and will plan to repeat in 2020</p> <p>This Includes: Easter Fair in School, Summer Fair In School, Sports day refreshments, Christmas Fair in Church (new this year) Saturday 7<sup>th</sup> December 2019, Nativity Refreshments, Christmas Disco (new this year) Thursday 12<sup>th</sup> December, Christmas Tea Towel/Book Bags/ Cards, Bags To School</p>	
2	<p>Christmas Disco          Handed over by Claire Colley Thursday 12<sup>th</sup> December 5-7pm          DJ already booked time TBC, Claire Colley to MC on the night          Ticket Price to be decided £3.50 per child no food or £5 inc hotdog          To organise for the night: Sweetie table, cake stall, refreshments, neon face paints, glow sticks, tickets, posters, Santa presents</p> <p>Claire Colley to organise Santa (FOSS to gift Santa Wine or Chocolates or biscuits)          Children must be accompanied by a responsible adult</p> <p>Foss to clean church after use on night, either a £50 charge for the church or FOSS to clean church on Friday 13<sup>th</sup></p>	FOSS
3	<p>Nativity Refreshments          2 sittings afternoon and evening          To Serve: Mulled wine, Hot Chocolate, Tea &amp; Coffee, Biscuits &amp; Mince Pies          Do we need to organise a TENS notice          NM to provide equipment along with coffee cups with lids          EW, CT and AB available on day to serve drinks etc.</p>	FOSS
4	<p>Christmas Fair          1-4pm TBC          Children 3 and over £5 entry to include Christmas crafts and games          Adults £1 entry          10-15 Stalls Church to confirm if they have the required tables          £10 per stall + Raffle prize, possible stall holders:          Body Shop          Perfume          Artichoke          Sweets          Candles          Pottery Painting (Amanda Axon)          Potter</p>	FOSS & St Johns

	<p>Homemade Jewellery (possibly someone from Wrens) Mindfulness (Kim Barratt)</p> <p>Refreshments to be serves as Nativity</p> <p>Children's Activity's Christmas Photo Booth Biscuit Decorating Splat the Christmas Pudding Christmas Tattoos Hook a Christmas Duck</p> <p>Tombola and Raffle – Possibly St Johns to Organise this</p> <p>Visit from Santa FOSS Liaise with Claire Colley and arrange gifts</p> <p>FOSS to create advertising and social media event</p> <p>BD and EW to attend church on Monday to update with plans</p>	
5	<p>Any other business FOSS still raising funds for Class 2 Smart Board Future Events, Movie night in class 3 in February FOSS to arrange a parents skills audit to see if we can provide help to refurbish the peace garden and schools outdoor spaces</p>	