

Ryecroft FORM minutes 25 June 2018

Present: Jude Parry, Martin Ratcliffe, Katie Robins, Anna Wooldridge, Sally Elkin and Steve Bardon

Apologies: Alison Moses and Alex Prince

Minutes & Matters Arising: The minutes of the previous meeting were approved as a correct record. As a matter arising Jude reported that she had approached Burtons about the wood for the garden and they had kindly agreed to give it to us for £1300 as FORM is a charity (we may need a charity cert form to prove FORM is a charity if just the number will not suffice). She would also ask ground cover material and that it be delivered to school asap. She had also organised a digger to come to the school to do some work for free possibly during the Summer holidays. At the last meeting a budget of £2k had been agreed to get things started but it was hoped it would be less than this.

Planning for Events:

Sports day - There were a number of volunteers for sports day on 29th June:-

Morning	Afternoon	All Day
Anna	Katie	Sally
Jude's mum		Bev

FORM would set up stall outside the Library which gave easy access to water and the freezer. It was agreed that Jude would get some Freezepops and that we could put them in the food tech freezer. A call would be put out for cakes from parents.

Action: Jude to buy Freezepops and Steve to arrange for a school request for cakes.

Year 8 Leavers:-

16 July evening – 5.30pm refreshments to be served (Emily and Sally to do these. Emily to get Elderflower and sparkling water and Sally to get cupcakes). Set up in corridor outside library and opposite the door so both can leave at 6.15pm when event commences. Steve to send round invite with 6pm refreshment and 6.15pm start.

18 July performance – 7pm Year 8 play commences (FORM not needed)

19 July DFS and Disco – Steve to check numbers with the Head as she was liaising directly with DFS. Katie to arrive at school at 4.45pm to set up for Prop room in the library. Jude to check if Dove having their disco first? Katie to ask Year 8 to get play list for DJ.

Action: School to send round invite for 16 July with 6pm refreshments and 6.15pm start. Numbers need to be confirmed to DFS. Katie to arrange to be at school on 19 July to set up prop room and sort play list and ask for Year 8 parent helpers.

Financial Report: Concerns were raised about the sponsored walk which had only raised approx £300 this year as in previous years it had raised £2000 for FORM. It was our main fundraising school event for the year – the approach taken needs consideration in future years. Steve was asked to encourage the teachers to be more proactive about fundraising events arranged by FORM. It was agreed to share with minutes with the teaching staff.

Martin reported that the financial situation was now concerning as we only had around £3000 left which was the lowest it had been for a long time. It was agreed at the AGM in Autumn a list of fundraising activities should be planned for the school year.

Action: Steve to share the FORM minutes with the teaching staff.

Facebook: Jude agreed to look at the FORM Facebook page again and make it more active.

School Requests: Mr Johnson had asked for some wireless headphones for £396. FORM would consider this request but would like to see the quality of them first.

There was also a request for a new interactive board for the SEN room which was around £3000. FORM were unable to pay for this but thought that it would be something that could be specifically fundraised for in the future.

AOB: It was reported that the WhatsApp group was being used inappropriately and that it should be only used for event organisation and FORM requests.