



Friends of St. Helen's Catholic Primary School

FOSH meeting

Tuesday 4th February 2025

Time: 3:15 pm – 4:15 pm

Present

Eilis Clark – Abdullah (Chair), Renata Gawlik (Secretary), Ailis Farell, David Moroto

Absent

Welcome

Eilis Clark – Abdullah welcomed everyone to the meeting.

Actions from 13th January 2025

- Set the date for Year Groups Coffee Mornings – all members decided to set up Friday as a day for year groups coffee mornings and set up three dates for them 7th March 2025, 25th April 2025, 23rd May 2025 - more dates to flow. Also for the new academic year, FOSH believes that Y3 should have their first coffee morning in September after classes bin mixed.
- Move Smarties Fundraiser to after Easter—After discussing it with Liz, the FOSH committee decided to move the Smarties fundraiser to the date close Sport Days.
- Easy Fundraising – Liz agreed to do another trend video roll with us to promote Easy Fundraising. Eilis and Ailis to look into trends. Started promoting from 11th February as a start of new billing period in Easy Fundraising to track activity and promote even more.

Upcoming events:

- 7th February 2025 Disco
We have 286 bookings, and 12 of them are without contest for taking pictures, so those kids will receive wristbands for Renia to track them easily.

We should send an email to parents with a reminder that Group 1 – Reception, Y1 & Y2 kids should have a non-uniform day with clothes substitute for school and the disco, Group 2 – Y3 & Y4 to take changing clothes with them.

We need to do two signs – Collecting Year 3 & 4 and dropping off Y5 & Y6 to avoid traffic and queuing in the wrong place for parents dropping off and collecting their children during disco time. Group 1 – will back to their class and collect as usual. Volunteers will take kids from Group 2 to the green gate outside and parents can collect them there. Group 3 – The drop-off should be in the school reception. We need to confirm that with Liz.

Group 2 – Y3 should leave their belongings in Y3's classroom, and Y4 should use pegs for Y1's belongings. Group 3 – Y5 also uses pegs for Y1 and Y6 opposite-side pegs.

Volunteers need to set up a table near the kitchen doors for drinks (bottles with labels to put the child's name on them) sweets and glow sticks.

Ask the office for a list of kids for each group to track giving things to children with dietary requirements.

Block all not useful doors so that kids can't go anywhere from the hall as well as ask Liz which toilet kids should use.

- **6TH March 2025 World Book Day – how it will look like, promoting, what refreshments we would like to offer**

FOSH would like to organize a bookshop at the end of School World Book Day when kids with parents can go sit, read, and buy books for any price that they think is fair to pay. Any unsold books will be donated to the school library.

FOSH will be selling refreshments during this event to fundraise money for our school council ideas.

We need to ask parents for donations of preloved books to our Book Shop – communication to go out as soon as possible.

We will put a big box in the school reception (Alenka will decorate it for us) to put there preowned books.

Ask Year 6 children if they would like to be a part of this event and help us with setting up books into categories and a reading area with some bin bags and small sofa stools from the library.

- **25th & 26th March 2025 Mother's Day - how it will look like, setting price as a non-fundraising event, promoting.**

The committee discussed Mother's Day with Liz. All the children across the school will make cakes on Tuesday 25th March in the school, decorate them on Wednesday 26th March, and then have them with their chosen adult. We would like to set up classrooms like tea rooms potentially and have a central space upstairs and down from which to serve teas, coffees.

Also, we talked with members that all kids should be sent home with a cake for their chosen adult as this is not a fundraising event we would like to offer support for those families in need and the price will be set up just to cover price of expenses. More information to flow.

Any Other Business

- **Charity status - The** committee would like to start applying for charity status for our FOSH. Members decided that Ailis should be a Leader on this (over 15 years of experience). We need to write our Mission Statement as soon as possible. Ailis advised us that to have more chance to receive this status we should have at least two more trustees. We will send information about who we are looking for and which position need to be fill.

Nominations – applications should be filled before 7th March as we are planning to have middle of year AGM to fill out missing spaces.

Next meeting: Friday 7th March 2025, 9 am – 10 am