

FOSH meeting minutes

Friday 7th November 2025, 9am



Attendees: Eilis (Chair), Ruby (Comms), Alison, Natasha, Irene, Morayo

Disco

The total fundraising profit from the October disco = £887.75

Christmas

- Comms – how do we strike the right balance with parents? Ruby has created a date planner that needs to be sent out to all parents, **Eilis** to confirm TBC dates with Miss Keeble.
- **Eilis** will create sweet bags to go into school bags for tombola donations.
- Group agreed to do Santa's Hamper Haul again this year for donations of Christmas items for the hampers.
- Craft day – group felt crafts created by pupils should have name tags on so parents can buy crafts their child made.
- **Ruby** to source professionally printed Fayre/planner/grotto posters x2 A2 to put in see through box by green gate and the school office.
- Hamper haul details to be sent to teachers, **FOSH to provide boxes to collect and store donated items.**
- Date planner to also be emailed to Miss Keeble and staff so everyone is aware what's going on over the Christmas period.

Photo proposal

- Morayo has submitted a photo proposal to the group on behalf of her business – Image Arts Studios
- X2 options - grotto photography (paid service) and 360° video booth experience at the Fayre (donated)
- Both options need to be advertised – **Ruby**
- At the grotto, for an *optional extra* cost to be paid on School Gateway (sibling discount to be agreed) pupils will have their picture taken with Santa. Parent email address also needed (at School Gateway step) to access the secure gallery site. **Eilis** to speak to Sally about this.

- Grotto option agreed by group, it will be a nice add-on to offer this. Some concerns raised by Ruby about logistics after last year – we need to keep on time for visits, extra support needed from staff.
- Group agreed 360° booth will be an excellent addition to Fayre offering, can set up in library and will be popular especially with the upper years.

Santa's Grotto

- Group agreed on ticket price - £6 per child.
- Craft set gift idea agreed by group, maybe also combine with a simple pin if budget allows?
- **Order 250 craft kits for the gift**
- Volunteers for the day – at least 4 needed, 2 for each grotto for AM and PM sessions.
- **Ruby** to draft email for grotto sales – include all details about photo extra.

Christmas Fayre

- ALL STALLS/GAMES/ACTIVITIES DEPENDANT ON NUMBER OF VOLUNTEERS! Need to ask staff to support with the event plus more FOSH volunteers. No couples allowed to work at the event as not realistic and sustainable with childcare.
- **Need to liaise with Michelle about kitchen offering at the Fayre** – can she provide hot food (chips, pizza or hotdogs) now the school is working with a different catering company?
- **Order cellophane bags for putting cakes in**
- Sell cakes & hot drinks at the Fayre – urns will contain mulled wine and hot chocolate
- **Speak to Miss Paice about KS2 choir performance**
- **Speak to Miss Keeble about Church choir performance**
- **Alison** to ask Salvation Army contact if they will perform at the Fayre.
- Face painter is attending – will be a popular activity
- **Natasha** to contact Summer Fayre pony company and ask if she's available plus details of their Christmas options – outside if the weather is good.
- Tuck shop to sell soft drinks and sweets
- Games = sweet tombola, bottle tombola, ball throwing game through pre-existing wooden frames, name the teddy, candy canes in a jar, treasure map with 100 squares

- Crafts = Iced biscuits (need food dye, icing sugar, squeezey bottles - can kitchen make up bulk order of icing?) Pipe cleaner wreaths (twisted green pipe cleaners, glitter pipe cleaners and beads needed for this)
- Mr Nimmo has offered to make some wooden set items for the grotto/Fayre – **FOSH need to purchase some wood for him.** Ideas = face cut-outs with a carol singing scene, trees, snowmen, polar bear (ask Alenka to paint)
- Raffle prizes = **Ailis** to contact existing list of local companies and ask if they can donate a prize e.g. Caddies, IndiRock, House of Glazed, Freedom Leisure.
- We could also spend £25 each of x4 raffle prize gifts suitable for children of different age ranges.
- **Eilis** to email St. Bernard's head teacher and ask if any pupils want to volunteer and help at the Fayre.

Next meeting = Friday 12th December 2025, 9am