

## **FORPS Meeting minutes**

Date: 26 November 2024

Location: Washington Cricket Club

Present: Vicky, Helen, Judith, Jean, Ashleigh, Victoria, Sarah

Apologies: Keeley, Julie, Lauren, Karen, Denise, Pauline

### **Welcome**

Welcome to everyone.

### **Minutes from last meeting**

Minutes from last meeting accepted.

### **Points from previous meeting**

Review of action points from previous meeting carried out. Helen is going to look into banner.

### **Membership**

Helen would like to get the next block of meetings booked in. We discussed the current arrangement with alternating days, times and locations. Everyone was happy with the current arrangement. Helen to look at scheduling next block of meetings.

### **Communication update**

Victoria discussed recent posts and thanked everyone for liking and sharing. She will continue to push posts in the lead up to the fair.

Victoria is unable to attend the fair and has asked people to take photos so she can share them as part of her fair round up.

Victoria will post requesting any cake donations for the fair.

### **Recent events / upcoming events**

- Halloween disco
  - Another great event which everyone seemed to enjoy.
  - Raised £1,101.00 – waiting on final expenses to confirm profit.
- Christmas fair
  - Vicky gave an overview of preparations for the fair.
  - Key points
    - Run through of the stalls we will have.
    - Explanation of how the 3 tombolas will work.
    - Stall list passed around so that everyone could choose the stall they would like to run at the fair. This list will be sent to Jan so that staff can then choose which stall they would like to run.
    - Prices for different stalls discussed and agreed.
    - Donations from school community have once again been very generous.
    - Final purchases which need to be made were discussed. Judith and Victoria will make these final purchases.

- Awaiting confirmation re costs for pizza, everyone thought it was a good idea.
  - Some books (from school?) have been left in the bungalow. Vicky to confirm with Jan if these are for the fair or to be kept.
  - Vicky to confirm with Jan when would be convenient for the raffle ticket money to be counted.
- Bingo
  - Agreed to hold in January.
  - Proposed date 22 January. Helen to confirm with Jan.
  - Once we have date and fair is complete, we will then plan the bingo event.

## Finances

Current bank balance £4,673.00.

## Funding requests

- Thank you letter from Mrs Conway re RE resources.
- Year 6
  - Request for a donation for The Bug Man to visit. Cost of visit £175.00.
    - Agreed we will cover 50% of cost.
- Year 3
  - Request for a donation for the cost of the bus for a visit to Vindolanda.
  - Cost has not yet been confirmed but expected to be £575.00.
    - Agreed we will cover 50% of cost.
- Design Technology lead
  - Request of £137.00 to purchase new cookery equipment.
    - Funding agreed in full.
- Year 4
  - Request for a donation for the cost of a Viking visit. Cost of visit £250.00.
    - Agreed we will cover 50% of cost.
- Arts Award
  - Request of £470.00 to cover costs of Arts Award.
    - Funding agreed in full.

## Big project

Helen visited Ryhope school with Jan and Alan to see the interactive classroom set up which they have just had installed. Helen said the set up is fantastic. The set up they have is a big room with the classroom at one end and a 'break-out' area at the other. They have the full set up (Interactive walls, floor, smells etc).

The total cost of the installation at Ryhope was £55k, with the cost of the equipment being approximately £25k. This project has been funded via various grants which Rickleton are unlikely to be eligible for.

Now that Helen, Jan and Alan have seen the set up it is unlikely that the bungalow will be the best place for this as it really needs to be the centre of the school.

Helen enquired about ongoing costs (£350 per year for the licence) and asked about what point we can get to before we are 'fully committed'. The company explained that they are happy to come and visit school and make suggestions etc before we need to commit.

This needs to be investigated further to establish if other companies will offer a similar service and if costs will be the same.

We discussed that if this was to go ahead, we would like 'normal' requests from school to continue to be funded and we would therefore need to look at additional funding streams.

Helen to meet with Jan and Alan to discuss this further. She will provide updates.

### **Any other business**

- Christmas social – can everyone who is attending please ensure you send your menu selections to Helen.
- Reminder from Jan – When the kitchen is being used for events that no children are allowed into the kitchen.
- Going forward if an ex-pupil comes into school to help at an event a disclaimer will need to be completed. If the person attending is over 16, they will require a DBS check before they will be able to help.
- If the interactive classroom does not go ahead, we need to start and think of a new big project. Helen said she had seen a Yurt which had been installed at another school. This could be a great addition to our forest school.

### **Action points**

- Helen
  - Sort out 'free' banner.
  - Schedule next block of meetings.
  - Follow up meeting with Jan to discuss points from this meeting.
- Vicky
  - Continue with Christmas fair prep.
- Everyone
  - Confirm menu choices with Helen for Christmas social.
  - Think of alternative 'Big project'

### **Next meeting date**

Christmas social at Novellos 10 December at 6.30pm

Date: Thursday 12 January 2025

Time: 6.30pm

Location: Washington Cricket Club