

RSA Committee Meeting

Wednesday 16th January 7.30pm @ The Living Room

Present: Phoebe Rahael, Monica Raphael, Katherine Chaplin, Claire Daly, Lisa Quinlan-Rahman, Nicola Mintikkis, Clare Rees, Estelle Pearce, Deanne Passfield and Sarah Wray.

Agenda:

1. **Apologies:** Anna Williams, Vickie Nicholls, Katy Winterbottom, Gemma McNulty, Vicky McGrath, Androulla Christofi
2. **Actions from last Minutes:** No outstanding actions

3. Funding Requests	Action
<p>No new requests.</p> <p>Hobbit House – The money has been raised to fund this. It would help RSA accounting for school to send an email or funding request form for the amount the Hobbit House will cost.</p> <p>Pentagon, are the design company who will be doing the Hobbit House .</p> <p>Further zones are planned such as an Amphitheatre/ Music Zone. The cost is approx. £8,000/ zone including the grounding.</p> <p>Where the unused allotment is near the infant playground, school will develop this to tie in with the developments in Nursery/ field for KS1 children. School are waiting for a further quote at the end of January and work should take place before Easter but it requires the ground to be dry. It would make sense to combine these works and to fund an additional zone on the field if funds allow.</p> <p>Given that RSA raised £11,500 last term, plus £3,500 from the Co Op we could afford to fund 2 zones. This would tie in with our desire to show that fundraised money is being spent on projects that benefit the children.</p> <p>Those present approved the funding of two zones on the field (Hobbit House plus one more)</p>	<p>CD</p>

4. Finance Update	<p>DP updated that money raised last term was up 20% on the previous year. The Christmas Fair had raised £2,500 extra than previously, not including the match funding. This was thought, in part, to be down to lots of raffle tickets sold. Two families in particular were responsible for selling £70-£125 of tickets each. The Secret Gift Room and Santa's Grotto had both raised the most at the fair. The Secret Gift Room raised £651 net profit. The team involved in running that had done a fantastic job.</p>	
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<p>5. Last Term Review/</p> <p>Thank You's/</p> <p>Feedback re Christmas Fair</p>	<p>NM & CR commented that nursery parents had felt overwhelmed with all the activities that happened in the second half of the Autumn term. EP said that in future the Smartie challenge would be moved to the Spring Term and would not be repeated until Spring 2021. Nursery Reps would benefit from having a Rep for each 'class' in future.</p> <p>In future sorting out dates for the following year in Summer term 2 and publicising early would help keep parents aware of everything that is going on.</p> <p>EP asked if Thank You cards could be done by children to thank Co-Op, Barclays and Oxana's company. 3 cards per company.</p> <p>Santa's Grotto was very popular and the queue put some people off. In future we should see if we could run 2 Grottos. Also discussed was making the first half hour available to Special Needs Children who might appreciate a quieter and shorter queue time. We could also do some advance ticket scheme so people could fast track the queue.</p> <p>There was a great atmosphere at the Fair and a huge number of helpers from Nursery and Reception. The Gingerbread men given out at the start of term helped to welcome Reception Parents. There were a nice range of parents attending and helping at the fair including some ex-parents. It was felt positive that the RSA desk was</p>	<p>CD to organise</p>
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<p>6. This Term</p> <p>I. Family Movie Night.</p>	<p>9th February. We discussed holding 2 movies – 4pm for younger children U movie and 6pm PG movie for older children.</p> <p>School council to be asked to come up with a selection of 3 movie titles and RSA will select one.</p> <p>A licence is required for showing the film publicly, but if the event is billed as a Fun night and food is included in the ticket price we do not need to pay a percentage of the takings.</p> <p>The movie can be projected on to the screen in the hall and the audio is good. 300 max could be accommodated.</p> <p>We discussed providing popcorn plus Fruitshoots/water for the children and self-service Tea/ Coffee for adults as part of the ticket price. Given the potential for large numbers it wouldn't be suitable to be making popcorn on site, so we'd buy in large bags and divide these into individual portions. Families can bring their own snacks too.</p> <p>The licence costs £75. It was felt that £2.50/ child (adults free) was appropriate. We'd only sell tickets on Classlist to avoid involving the office. Some parents aren't on Classlist and EAL parents can struggle with accessing online information. School IT can be around at set times to help and the RSA could sell tickets before/ after</p>	<p>C D t o a s k School Council</p>
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<p>8. AOB</p>	<p>NM asked what they should be informing their classes following this meeting? EP said to tell classes about the upcoming Family Fun Night and Clothing Collection dates and to ask if people have any ideas for the Summer Fair.</p> <p>CD wanted to check with RSA about their requirements/ price for a shed on the field as school are looking to purchase a shed for the PE equipment. Ideally the Shed would have a hatch to serve Tea/ coffee etc at school events and have electricity. CD said that quotes are currently expensive due to the personalisation required and the need to have it in keeping with the nursery building design. EP stated that previous talks with the school had discussed option of including a storage area on the field for the RSA equipment, which would double as a serving point, which could be incorporated in with the PE storage. This was something the school could do from their budget.</p>	<p>Class Reps</p> <p>CD to advise the RSA about possible designs & costs involved.</p>
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The Meeting closed at 9:30pm

Next Meeting 6th February 2019 7:30pm