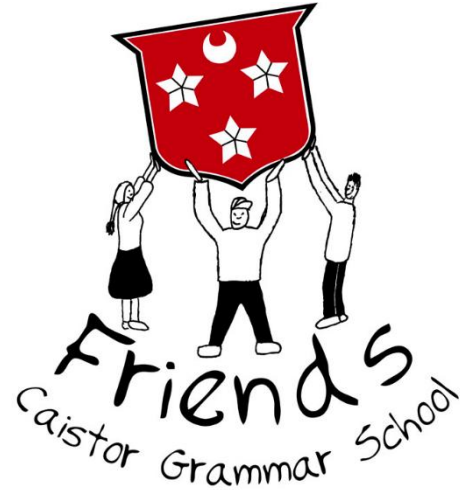


Friends of Caistor Grammar School

Minutes of meeting on 13th November 2023



Attendees:

Emma Dix (ED) *Chair*

Allison Hannath (AH) *Treasurer*

Ranya Metwalli Shields (RMS) *Secretary*

Chris Frost (CGS) Yazmin Henderson, Paul Sheilds

Apologies: Melinda C, Dhow B, Amanda C, Gina D, Tanya D,

1) FOS Roles

AH kindly agreed to serve another year as Treasurer (interim Treasurer) until a replacement is found. Applications for role of Treasurer are still open, and new treasurer can shadow AH for remainder of this year. More volunteers were also needed.

2) Accounts

Donations received during recent events as follows -

- Duke Of Edinburgh awards night £13.50
- The school's production of Evita over three nights was £98.62.

Thank you to all the Friends that volunteered to serve the refreshments, your help is very much appreciated.

Future recommendations: Need to coordinate collection efforts if other departments/ students are also collecting donations at an event.

Friends are to cover the cost of the books Mrs Jago purchased for Year 7s - Total £330.30

Every student in year 7 chooses a book to take home containing a Friends of school bookmark advertising our email for new members wishing to join.

The Friends discussed possibly using Sum Up or Revolut to be able to receive donations via card. AH to advise on recommendations. It is preferred to use a tool that has no monthly fees.

CF stated that The Newbolt Centre requires a track and curtain for drama performances, costing in the region of £5,000. It was agreed that this should go onto the Xmas wish list as parents might like to make contributions towards it.

3) Forthcoming Events

- **House Music Evening Performance** (Tuesday 28th Nov 7.45-8.45pm)
Serving refreshments in the Dining Hall at school: Melinda C, Gina D, Dhow B, Alison W & Ranya
- **Autumn Concert** (Thursday 14th Dec 7.45-8.45pm)
Serving refreshments in the Dining Hall: Melinda C, Tanya D and Ranya S
****Still need one more volunteer for this night – please get in touch if you can help****

- **Christmas Evening** (Monday 18th Dec 7.45-9pm)
Serving refreshments in the Old Hall: Melinda C, Emma D, Amanda C, Dhow B, Alison W and Ranya S
- **Year 9 Parents Evening [held in school]** (Feb 7th)
 - Pre loved Uniform sales
 - Refreshments to be served.

****Times and volunteers yet to be arranged – if you are available to help please get in touch****

Friends will purchase the mince pies for Xmas Evening, previously these have been requested as donations, but none came last year. ED is about to register an account with DeeBee cash and carry in Grimsby, AH provided the necessary documentation to join. ED thinks Friends can make savings on bulk purchases for Refreshment items continually required for events.

New events were discussed and the suggestion of putting on a car boot sale next summer at the sports field was a possibility. It was thought that this might be easy to arrange and simply charge a fee for a pitch. The type of events that Friends previously ran such as race nights or quiz nights are not possible as it was felt that more active Friends (volunteers) are needed to run these events.

RMS suggested Corporate Sponsored workshops for the students, aiming to promote future career development. Students would donate a payment which would go to the school. This type of activity would not require many volunteers to support it, although a member of staff may need to be present. CF advised that CGS would be interested and investigate this further and would advise on how to proceed and recommend donations from students.

4) Preloved Uniforms

DB and ED have been busy going through all the bags of donations and sorting out items that are not suitable to be recycled. DB and ED plan on creating an inventory of the entire uniform stock that is in saleable condition. Once done they will provide a list for Mrs Newton. - who deals with email requests from parents seeking to purchase specific items.

****There will be two in person parents' evenings next year for Y8 and Y9 where school uniforms will be on sale. Volunteers from FOS are required to help with both.****

ED anticipates this will raise a good amount of funds for the school.

5) Christmas Wish List

Letter to be sent home with Students on colored paper December 1st as well as being included on the Heads letter emailed to parents. ED showed the Friends a letter from previous years. A wish list form has been sent out to all department Heads and school clubs for wishes to be included in the letter. AH suggested re-instating the reply slip when Christmas Wishlist letters go out at the start of Dec. to claim back Gift Aid, this will also help to ensure donor information is recorded for Thank You notes to be sent out. It was noted that some parents did not receive the Thank you post cards from heads of department last year.

6) Next Steps

Next FOS meeting anticipated to be Feb 26th, 2024.

FOS social will most probably be in January.as December is so busy for everyone, agreed it is nice to have something to look forward to – look out for an email with date and venue in the new year.