



Friends of Joydens Wood Infants School
Minutes
Friday 3rd October 2017 - 1.15 to 2.15pm

Attendees:

Lucie Parsons (Chair)	Rachel Stanton	Sarah Hillier
Sam Charlton (Treasurer)	Donna Turner	Vicky Collins
Laura Taylor (Secretary)	Sue Grimble	Katie Tinnans
Mrs Adam	Victoria McQueenie	Debbie Crawford
Judith Warrener	Emma McLoone	Suzanne Hulls

Apologies:

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- 1. Introductions** - introduced ourselves around the table.
- 2. Welcome from Chair.** A huge welcome to everyone who attended and to our new Class Reps!
- 3.** Thank you to our new Class Reps for volunteering, they will relay important PTA/School information via the existing Whatsapp class groups, request for volunteers for events and provide feedback to the PTA/School. They are:
Emma McLoone – Pine
Katie Tinnans – Cedar
Lucie Parsons – Oak
Vicky Collins – Willow
Debbie Crawford – Maple
 - Mrs Adams to request a Class Rep from Cherry, Beech, Ash and Sycamore.
- 4. Next Friends Events**

Christmas Raffle - Donations/own clothes day Friday 8th December
(Raffle drawn on the Monday 18th December in assembly)

- £1,700 was raised from Christmas raffle last year.
- Two raffle prizes have already been donated to the school (Drama Academy & Barrett & Coe Photography).
- Parent cannot donate large prize (ask earlier next year!), it was agreed Sam will purchase £100 Bluewater vouchers.
- Lucie, Donna, Sam, Emma and Vicky to request donations from local companies. Lucie to set up email group and send spreadsheet with list of companies and standard donation request letter.
- Katie/Rachel to contact Cedar class Dad (baker) who offered cake donation.
- All Class Reps to send Whatsapp message asking for donations from work/business contacts.
- Sam to purchase Christmas pull bows, cellophane and cello tape / scissors if necessary.

- **Volunteers to make up Raffle baskets:** Katie, Victoria, Sue, Donna, Sam, Judith, Lucie, Laura (a.m. only), more help welcome! Mrs Adams to check Monday 11th December is ok with School. Sue suggested co-ordinating items to make baskets more varied and attractive. Lucie to set up separate email group to co-ordinate.

Children's Christmas Shopping Day - Wednesday 6th December

- £1,800 worth of presents is required, Sam completed analysis on present type for family/friends/dogs/cats and quantities. Suggestions have been received from parents about items from Dunelm and other shops which are less than £1 but it was agreed there will be a better deal on sale and return purchasing from one shop.
- Sam to negotiate cost with her contact at 99p shop in Dartford by end 10/11/17. £15 for items to be delivered, more cost and time efficient than collecting items ourselves. Poundland in Crayford also suggested.
- Sam to confirm date for choosing/buying items with Judith, Donna and Katie (p.m. only).
- **Wrapping day suggested for Friday 1st December. Mrs Adams to check with school. Volunteers required approximately 15-20 people**
- Mrs Adams to request Christmas Paper donations.
- **Shopping Day - Volunteers needed - approximately 15 people** to help the children choose their family and friends presents.

Christmas Market - Friday 15th December - 2.30 to 4.30pm

- Lucie to discuss event with Miss Hatley, Santa's Grotto, what will be where, how many stall holders are required etc.
- Judith suggested visiting Wilmington and Bexley weekly markets to see if anyone would like a stall. Also put a post on Joydens Wood Residents FaceBook Group. The WI have confirmed.
- Stall hire cost would be reduced from £20 to £10. Sam to speak to parent who makes jewellery.
- Mrs Quinn to provide refreshments.
- Sam to buy Poundland Christmas tablecloths and Grotto presents.
- JWJS have agreed with Robins & Jackson estate agents to produce "For Sale" signs advertising their Christmas Fair, for every sign placed in a garden, Robins & Jackson are donating £10 to JWJS. Debbie Crawford has contacts at Robins & Jackson and Village Estate and will discuss adverting the Christmas Market and future events. Lucie to ok with Miss Hatley.

Pyjama Party - Friday January 5th after school till 5.30pm

- **Volunteers required approximately 10**, Judith to produce Volunteers Sign Up Sheet.
- Food provided by Mrs Quinn – Pizza's delivered in boxes to classrooms. Cookie / Haribos etc and drinks to be discussed in more detail at next meeting.

Any Other Business

- £1,315.89 has been raised since September from Class Tea's and Disco. A huge thank you to everyone! Sam to update website.
- Judith to send Mrs Adams/Miss Hatley updated Afternoon Tea document for website.
- **Great Christmas Bake Off - Friday 8th December** – children are making cakes at school. Each class have their own theme. Mrs Quinn is judging, the winning class with receive a

master class with Mrs Quinn and £50 voucher to spend in their class. **Cakes will be sold at Afternoon Tea on Friday 8th December.**

- Parent Bake Off suggested for next year.
- Miss Hatley has suggested having a Christmas Party Disco for the whole school after school on Monday 18th December. It was suggested that class parties would be better, to be discussed further with Miss Hatley.

Actions:	Owner
Request a Class Rep from Cherry, Beech, Ash and Sycamore.	Mrs Adams
Purchase £100 Bluewater vouchers, cellophane, bows, cellotape, scissors, Christmas table cloths.	Sam
Request donations from local companies	Lucie/ Donna/Sam/ Emma/Vicky
Contact Cedar class Dad (baker)	Katie/Rachel
Whatsapp message asking for donations from companies	Class Reps
Check Monday 11th December for making raffle baskets and Friday 1 st for present wrapping	Mrs Adams
Set up Raffle Baskets email group	Lucie
Negotiate with 99p shop for Shopping Day items and Santa's Grotto presents and confirm purchasing/collection date	Sam
Request Christmas Paper donations	Mrs Adams
Request volunteers for present wrapping (date tbc)	Class Reps
Confirm Christmas market details with Miss Hatley	Lucie
Speak to parent who makes jewellery (Stall holder?)	Sam
Contact Robins & Jackson and Village Estate adverting boards.	Debbie
Discuss advertising boards idea with Miss Hatley	Lucie
Update Volunteers Sign Up Sheet for Pyjama Party	Judith
Send Mrs Adams/Miss Hatley updated Afternoon Tea document for website	Judith
Discuss Christmas Party with Miss Hatley	Lucie

Next Meeting - Friday 1st December 1.15pm - carrying on in Afternoon Tea's to finalise Christmas Shopping Day, Raffle Baskets, Christmas Market, Christmas Party and Pyjama Party.