

FRIENDS OF SGHS

Minutes

Date: 10/9/2018

Time: 6:30pm

Venue: Library

Present: Steve Rose, Seda Irani, Matthew Willis, Chloe Vereker, Sara Mounsey, Dawn Rollins, Ruth Skelton, David Whitfield, Patrick Hayton, Kate Walter and Gill Fisher

ITEM	SUBJECT	ACTION
1	Apologies Tehmina Atif, Shaena Shan, Dalia Ghoneim and Caroline Bastson	
2	100 Club July, August and Sept draws took place at the meeting July winning numbers are: 1 st prize No 80 , 2 nd prize No 62 and 3 rd prize No 40 August winning numbers are: 1st prize No 6 , 2nd prize No 18 and 3rd prize No 54 Sept winning numbers are: 1st prize No 69 , 2nd prize No 42 and 3rd prize No 97 All the winners of the 100 Club numbers on school's website as well as on Friends Facebook page. Next draw will take place on 1st of October at Friends' meeting.	There are 17 numbers left to sell 41, 43, 45, 46, 47, 50, 52, 53, 56, 60, 63, 70, 74, 79, 83, 89 and 91 David will inform the winners of 100 Club numbers David to ask school about the bouncing back e-mail addresses.
3	Treasurers report Seda informed the committee about 2017-2018 events accounts and e-mailed it to the committee members. Friends have £5,000 in the account to donate it to the Tech Dept for the laser cutter.	Mrs Walter to find out when the new laser cutter is going to be bought.
4	Y6 Induction evening The raffle raised £86.95 and 47 new Y7 parents signed up to Friends contact list. Seda sent an e-mail to welcome them and informed them about tonight's meeting. One of the parent is interested in secretary role.	Committee welcomed Ruth Skelton as the new Friends of SGHS Secretary. Seda to forward the new Y7 parents contact details to Chloe and David
5	Summer Breakfast It raised £35.05	
6	Summer Celebration It raised £688.28 Considering it was held on a Tuesday night, Ermysted's Open evening and England's Football night, Friends did well.	
7	Y5 Open Evening School made an arrangement with Angel and did not need Friends help	
8	Robotics Night –Wed 11th July Postponed to 12 th of July due to Football and road closures. It raised £367.65 . Unfortunately Microsoft staff could not attend the event so no match funding. Raffle Prize winners: 1) Remote Controlled Car - Esme Robson 2) A bottle of Pimms - Duncan Faulkner 3) A bottle of Prosecco - Gracie Newiss 4) Salter Let's Go Healthy series: 4 chopping board set with stand, 4 in 1 Prep Set and Handheld Spiralizer - Aminah Vaseem 5) £20 voucher from Musafir - Bella Kaye 6) A bottle of wine and a box of chocolate - Jennie Rutter	Seda to ask Mr Braden if his contact could attend and match fund Friends future events.
9	Friends Annual Newsletter Friends sold six ½ page and one ¼ page Ads worth £330, with printing cost of £35, Friends will have £295 from Advertisements.	

10	<p>Charity Registration Friends of SGHS received its Charity number: 1179034 from the Charity Commission.</p>	<p>Seda to ask Dan to put Friends Charity number on the website. Friends need to look into Gift Aid and tax relief through its Charity number.</p>
11	<p>Future Fundraising Mrs Walter 'Thanked' all committee members for their help and support to raise money for the school. Friends will continue to aim to raise £5,000 towards the 'Hollow'. She mentioned that a key board costing around £1,500 would be appreciated by the music department. School will inform the committee regarding what they need at the next meeting.</p>	<p>Mrs Walter to ask Department Heads what they need and how much it would cost to buy.</p>
12	<p>Promotional Timelines School would like to know in advance of any Friends' event so that they know when to distribute the information to the school staff and the parents.</p>	<p>Chloe to e-mail Kate or Gill regarding promotions.</p>
13	<p>Future Events and 2018-19 Calendar</p> <p>Suggestion of Cheese and Wine from the Courtyard Dairy Committee members wanted to know what the company is offering but in principle happy to hold the event in February.</p> <p>Friends Café West Bank – Sat 29th September Mrs Walter informed the committee that the school already sent an e-mail to Y6 parents regarding this event.</p> <p>Members will bring a cake for this event, buy some croissants and provide tea and coffee. Friends will put up some signs to direct parents to the venue. The sign should clearly mark the location of the venue (since not all parents will know where the West Bank is), also Free Wi-Fi note should be displayed.</p> <p>Family Bingo and Games Night – Friday 19th October Committee members will discuss it further on the 29th of September. The tickets will cost: £8 an adult and £5 per child. Sixth Formers will attend the meeting of <u>1st of Oct</u> to see how they can help at this event.</p> <p>Christmas Concert & Hamper – Thursday 13th Dec For the last 2 years Friends members bought an item for the Christmas Hamper. This year school will ask 4 House Groups to bring an item of colour, ei. yellow/red/blue/green to fill their own Hamper. They will then sell the raffle tickets at their House Group meetings. The most ticket sold Hamper will get a percentage back to their chosen Charity.</p> <p>*Each House should be given a different colour raffle ticket books to sell in order to identify which House won the competition.</p> <p>European Breakfast – Friday 14th December</p> <p>Town Hall Café – Members agreed that it is expensive to hire, time consuming and relies on people helping out at the weekend, so Friends will not hire the Town Hall Café this year.</p>	<p>Seda to e-mail Mr Braden regarding this event to find out more details.</p> <p>Mrs Walter will send out an e-mail to parents asking for cake donations.</p> <p>8am-11am Steve Rose, Patrick Hayton, Sara Mounsey 9am-11am Matthew Willis, Ruth Skelton 11am-2pm Dawn Rollins, Matthew Willis, Steve Rose and Patrick Hayton</p> <p>Chloe to start promotions and contact Joanne for ParentPay set up</p> <p>Mrs Walter to ask House Captains to liaise with Sara regarding Christmas Hampers.</p> <p>Seda to e-mail Mr Braden regarding Christmas candle holders and decorations. If Tech Dept has some in stock, Friends will sell them on the 13th Dec as well as the raffle tickets.</p> <p>Seda to check if the date is flexible</p>
14	AOB	

	<ul style="list-style-type: none"> • The school would like House Groups to support each event. This way Friends will have a link with the parents and the school. In return a nominal percentage will go to each House Groups chosen Charity, so they can raise more money through competition. • The school will ask a Faculty member to attend Friends' meetings (when they can). • The school will try to make sure that there is an SLT member at Friends meetings to take decisions quicker. • The school would like to have a designated staff and Friends' member to contact per event. It does not have to be the same person every time. • Committee Members suggested some Future events ideas: Wreath making event, Friends will serve mince pies and mulled wine Approach Ermysted's PTA about a joint (parent, teacher) Ball. Hold an Auction Promise event • Committee Members Thanked Seda Irani for her contributions to the Friends of SGHS. 	<p>Friends need to inform parents about Friends Facebook Page through promotions and Ads.</p>
<p>15</p>	<p>Next meeting: 1st of October 2018</p> <p>Venue: Library</p> <p>Time: 6.00pm To enable school staff to attend meetings, Friends changed their meeting time to 6pm</p>	