

Friends of St Francis

Meeting on Monday 17 November 2014

Present: Kylie Milne - Chair
Irene Doyle – Vice Chair
Anna Watts – Secretary
Tracey Ryan
Sandy Corley
Collette Cooper

1 Advent Assembly – 27 November – 9.15am

Helpers: Ellen Shaw, Collette Cooper, Anna Watts, Tracey Ryan, Kylie Milne, Irene Doyle.

Kylie will liaise with Mrs Blanden to put a request out for cake from Year 3 parents for Advent Assembly.

2 Christmas Tree Decoration Competition

- Kylie will liaise with Mrs Blanden regarding when the Christmas tree will arrive.
- A note will be put in the School Newsletter advertising the competition. All decorations to include child's name and class.
- Decorations start to arrive and are put on tree.
- In the last week of term the decorations are sorted into classes and the competition is judged. (14 boxes will be needed- Mrs Corley to look out for fruit boxes).
- Winners (1 boy and 1 girl from each class) receive a small selection box (last year 28 were purchased – 2 for each class). These are given out by Chair at assembly (Kylie to liaise with school re date of assembly).

3 Junior Disco – Friday 5th December – 6 – 8pm

Helpers: Tim Ryan, Tracey Ryan, Lidia Cook, Anna Watts, Helen Raines, Kylie Milne, Jackie Crotty (first aider), Irene Doyle, Rob Seal

- The DJ is booked (via Mrs Crotty). £100 cash will be needed to pay them.
- Helen Raines will buy prizes – 1 family cinema ticket and 4 £5 gift vouchers.
- Irene Doyle will get Sweets, Crisps and Drinks from Bookers.
- Anna Watts will buy Glow sticks or kids rings or bangles.
- Angela Wallis is no longer able to assist at Discos but will continue to send out tickets and flyers. Anna Watts and Helen Raines will be responsible for tickets on 5th.
- Kylie to liaise with Mrs Blanden as to what member of staff will be at Disco to open up and stay on the premises during the event.

Christmas Fair – Friday 12 December – 3pm – 5pm

- **More volunteers required to run stalls.**
- 6 external vendors so far.
- Raffle begging letters have been sent out and taken round.
- Helen Raines will purchase tickets books from our supplier.
- It was agreed first prize will be £100.
- Anna Watts will make up 3 hampers
- We will ask pupils for jam jars full of sweets. AW suggested a competition for the best dressed jar to encourage response.
- We will ask for a non-school uniform day in order to cover the costs of bottle tombola.

Infant Nativity – Monday 15 and Tuesday 16 December – 1.30 – 3pm

- **Volunteers required.**
- The Friends will be on hand to sell raffle tickets.
- Raffle tickets will need to be purchased, prizes to be confirmed.

School Christmas Parties – Wednesday 17th December

- **Volunteers required.**
- The Friends will be on hand to help set up the infant party & assist Father Christmas.
- Presents are in the process of being purchased.

Date of next meeting: Monday 1st December at 7.30pm at The Pippin.