

## AGENDA

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|---|--|
| 1 | Welcome & any introductions  |
| 2 | <b>Academic year 2020/2021</b> <ul style="list-style-type: none"> <li>Review of previous activities to date &amp; funds raised (Treasurer)</li> <li>Summary of Accounts - (Treasurer)</li> <li>Update on fundraising target/aim for this year (<u>Mr A/ Clare?</u>)</li> </ul>   |
| 3 | <b>Summer Term 2021</b> <ul style="list-style-type: none"> <li>Discuss proposed events/activities up until end of term: <ul style="list-style-type: none"> <li>Rusper Relay - sponsored activity</li> <li>School sports day</li> <li>School lottery</li> <li>Saturday morning car wash?</li> <li>Barista <u>Bellissima</u> - <a href="https://www.facebook.com/baristabellissima/">https://www.facebook.com/baristabellissima/</a></li> <li>Take away nights with Anna @WarrenWood?</li> <li>Cake/ice <u>lolly</u> sales?</li> <li>Crispy cremes offer - 60 donuts for £5</li> <li>Uniform Sales?</li> <li>Secondhand book sales?</li> <li>Any other ideas?</li> </ul> </li> </ul> |
| 5 | Any other business - succession planning - communication strategy  |
| 6 | Date of next meeting   |

## MINUTES

**Zoom Meeting Opened:** Thursday 29<sup>th</sup> April 2021 @ 9.15am by Nick Avey

**Present:** Mr Avey, Nikki Rooney, Jo Elsworthy & Claire Garabet.

**Apologies:** Mina Gingell & Lorna Prill

### Academic Year 20/21

Chair: Nikki Rooney  
Deputy Chair: Jo Elsworthy  
Treasurer: Mina Gingell  
Secretary: Lorna Prill

### Income

**Donations received** – a total of £433.50 has been received so far during this academic year. FORPS would like to thank the parents of Buddy Loosemore who raised £295 for the school. This total also include £60 sponsorship raised by Mrs Rodgers which has been transferred to purchase Gruffalo class resources.



**Easyfundraising** – a total of £129.65 has been received from Easyfundraising during the last two quarters of 2020. This simple app turns your on-line shopping purchases into donations for our school and at no extra cost to the purchaser.

**AmazonSmile** – a total of £46.81 has been received from AmazonSmile since September 2020.

**AP:** Parents/guardians to be reminded of the ease of collecting donations via Easyfundraising and also how to request donations to FORPS when purchasing from Amazon via Amazon Smile.

**Christmas Trees** – A total of £195.00 was raised from the supply and delivery of Christmas trees. FORPS would like to thank Wayne and Laura Mott for their efforts to deliver and collect the Christmas trees for the second year running.

**Christmas Class Fundraising** – a total of £294.42 was raised from the sale of individually designed Christmas cards, mugs, tea towels and bags. FORPS would like to thank all parents that supported this fundraising initiative, as well as Rusper Village Stores and Durrants Village who sold a selection of Christmas cards designs on our behalf.

**Dressdown/Christmas Jumper Day** – a total of £91.95 was raised

#### Costs

**Annual Parentkind Subscription & Lotteries licence** - £89.00

**Easter Eggs** - £76.75

**Mrs Rodgers sponsored run transfer for Gruffalo class resources** - £60.00

**Current profit funds raised - £961.94.**

#### Fundraising Target

The school is expecting a budget shortfall of £1,000 in March 2022 that it has asked FORPS to cover. This money will be spent on the on-going renewal of books and literacy resources for all year groups. FORPS has agreed to cover the £1,000 shortfall in government funding and will endeavour to raise above and beyond this target to boost the RPS budget.

FORPS was also reminded that there is £10,000 of FORPS money that has been transferred to the school during previous financial years and ring-fenced for use if/when additional learning space can be built. Since the last meeting RPS has successfully bid and been allocated a grant of £96,000 to fund the building of additional learning space. A team of county surveyors has been allocated to the project and visited the site, but no specific plans or further updates have occurred. If/when this changes FORPS will be notified.

#### Activity Planning – Academic Year 2020/21

All but one year now has a confirmed FORPS rep who will support communication of the information within their year groups and help plan or action activities as required.

##### KS1

Year R: Kayleigh Dench

Year 1: Kerri Jordan & Lisa White

Year 2: Laura Mott

##### KS2

Year 3: Heather Smith

Year 4: Mel Bowden

Year 5: Danni Jackson

Year 6: Jo Elsworth

**Uniform Sale** – the second-hand uniform sale pop-up Shop run by Laura Mott will return. 3 dates will be set, one for KS1. One for Pegasus and one for Hobbit so that the pop-up shop work within class bubbles. Dates will be shared in advance and parents are asked to only attend the uniform sale on the day designated for their child's class.



**Second-Hand Book Sale** – there is still a good stock of second-hand books so the suggestion has been made to have these available for sale alongside the FORPS refreshments stall during sports day. Any books remaining after this date will be donated to the Rusper book exchange and/or charity.

**Silent Discos** – Last year's Silent Disco had to be cancelled but FORPS has paid for the hire of the equipment so we will explore the possibility of hosting an after school silent disco on the school field towards the end of the summer term. The school has access to gazebos that could be used in the event of adverse weather. If a date can be agreed, then we will share this as soon as possible.

**Sports Day** – the date for this has yet to be agreed but is likely to take place during the school in July. FORPS will be in attendance to supply refreshments (drinks, cakes, ice creams) for spectators to purchase on the day.

**150<sup>th</sup> year celebrations** – 2021 marks the 150<sup>th</sup> year in the life of Rusper Primary School. To mark this event a sponsored Rusper Relay is planned during which all staff and students at RPS will complete laps of the school field during the school day in the hope of travelling 150kms during the school day. More details to follow.

**School lottery** – during May FORPS will pilot run a school lottery to assess uptake and interest. A communication to parents/guardians will be prepared but in summary:

- Each month number 1-100 will be available for individuals to buy (first come first served) and included within a lottery draw at the end of the month (Draw date – noon on Friday 28<sup>th</sup> May so winners can be contacted and prizes collected).
- All numbers cost £4 (equivalent of £1 a week) and only numbers that have been paid for will be included in each draw.
- There will be 3 prizes: 1<sup>st</sup> – 25% of lottery pot, 2<sup>nd</sup> – 15% of lottery pot, 3<sup>rd</sup> – 10% of lottery pot. Note – the size of the lottery pot will depend on how many numbers are bought by individuals each month but if all 100 numbers are sold (people can buy as many as they want) this would mean 1<sup>st</sup> prize is £100, 2<sup>nd</sup> prize is £60, 3<sup>rd</sup> prize is £40.

**AP:** Nikki to work with Mina & Clare/Kim to get the forms/process in place. Nikki to draft joint communication for the office to send out to go out all parents ASAP.

**Barista Bellissima** – Mina has spoken to the lady involved and the idea is not viable. No funds are raised for the school and she does not have a street vendors licence so needs to be set up on school property.

**Saturday morning car wash** – this idea was discussed but it was uncertain whether there would be sufficient individuals willing to pay to have their car washed to make this worthwhile.

**Takeaway Nights** – Mina has contacted Anna @Warren Wood and will have a chat to discuss a possible collaboration. Anna has her own licenced kitchen and currently every Friday she offers a meal that individuals can pre-book and pay to collect and re-heat to eat at home. The thought was to see whether with Mina's help it might be possible to create a Takeaway meal that FORPS can sell in advance and families collect at the end of the school day, or that FORPS can deliver to be re-heated and eaten same day.

**AP:** Mina to meet with Anna to discuss the idea. If it is practical then a google form will be sent out to parents to gather feedback on meals of interest (India, Chinese, Italian etc) and price.

#### **Any Other Business**

**Date of next Zoom meeting** – Wednesday 12<sup>th</sup> May @2pm

**Meeting Ended:** 10.20am Nikki Rooney thanked Nick for organising the MS Teams call and all for attending.