**CHASA Meeting – 14th July 2022**

**Attendees:** Jonathan Dawson, Becky Stubbins, Victoria Cain, Tracey Swiers, Victoria Griffin, Helen Champion, Mrs Judi Jackson

**Summer Fair Debrief**

Balloon Selfie stand and Balloon Selling

People may not have been aware of it – this would be better up near the entrance where people were entering – although there is the problem of it needing to be in the marquee as the wind is a problem for the balloons! We didn’t sell as many balloons as expected – perhaps next time volunteers could walk around selling these.

Bar

We didn’t make as much as expected on the bar, perhaps next time the bar and gin bar could be merged. We could limit the choice on the bar - keep it simple with one beer choice, gin and soft drinks (no wine). Beer could possibly be purchased more cheaply at Bookers and then any leftovers sold off to parents/carers at cost price at the end. Pimms could be a nice idea – but would probably only sell if it was a sunny day.

The bar could go next to the bouncy castle so that parents/carers could have a drink whilst children are on the bouncy castle.

Ice creams

These were very hidden away in the marquee so people were not aware of them – a big sign would have been good. An ice cream van would free up more people but then ice creams from a van are more expensive and may mean people spend less elsewhere at the fair. The general consensus was not to have ice creams next year - people would then probably buy more cakes.

A possible alternative for next year would be a sweets and crisps stall.

Coffee Van

The feedback from the coffee people was they did extremely well and that they would definitely like to come back. It worked well but next year we would ask them to make a bigger donation – at least £50-£60 instead of £25 or possibly do a profit share. Also, we would ask them not to sell bottled soft drinks (this took away from our bar). The vegan/vegetarian snacks went down well.

BBQ

This was fantastic, well organised and food delicious! Next year we could try to get the sausages at cost price (and possibly offer donation to butchers if necessary). They could also have a sponsor sign up at the fair. We could perhaps ask Leanne Piercy (although her son will have left the school) if she would do a deal on sausages as she used to provide them for cinema night.

Bouncy Castles

The ‘£3 unlimited use’ worked well. It was difficult to manage the number of children on the bouncy castle and difficult to keep order.

Sam Barrett has a contact who hires out bouncy castles for £30 for charity events. We could also look at having inflatable obstacle course and/or slide next year if we can get them at a reasonable price.

Beat the Goalie

This was a fun activity which kept the children entertained. Next year we could charge £1 for 3 goes instead of 50p. It would be good to get signed footballs next year for the prizes.

Uniform stall/books stall

We felt that the honesty box worked fine and that the stall did well, however it would be great to have someone on the stall next year, if there are enough volunteers. There were lots of leftover books so these could go directly to a charity shop next year after the fair.

Tombola

Prizes ran out very quickly so this could be bigger next year – we didn’t specifically ask parents/carers for tombola prizes this year but still received donations – if we specifically ask for them next year, we should have plenty. Some of the bottles of alcohol which were given as raffle prizes could have been used on the tombola.

Jam Jars

These sold out so we could go even bigger on this next year and ask each pupil to bring two jars each in. We charged £1 a jar again this year but could easily charge £1.50 a jar. Ask parents/carers to bring empty jam jars in throughout the school year and then people can collect these near the time of the fair to fill.

Filled jam jars to be shared out and taken home by a few people so they aren’t a safety hazard when being transported.

Teddy tombola

Worked fabulously, ran so well by students! And very popular!

Hair braiding/face paint/accessories

Very popular – the volunteers on the stall worked so hard. We need more volunteers next year to help with this, perhaps we could train up a few of the pupils or some parents/carers beforehand! People were unaware about the ribbon batons – but when people walked around selling them, they went well. The braids were very popular.

Digger

There were some health and safety concerns with this so a tractor could be a better option for next year.

Fire engine

Some people were not aware that the fire engine was there as it was at the top end but it was very well received and the firefighters were brilliant.

Cake Stall

This worked very well. Mrs Bacon bagged up cakes and gave them out at the end, which worked well.

Coconut shy

It was suggested that we do a tin can alley next year instead to save all the issues with getting coconuts.

Wooden Stocks

It was mainly the older children having a lot of fun on this stall – it may have been more popular if it had been a hotter day.

Entrance

Next time, move the entrance down so it is next to the reception classroom rather than up near the gate – this was too far away from the rest of the fair.

Raffle

The raffle worked well on a separate table positioned just through the entrance gate but next time we need to allocate someone to be on this stall. We had fifty raffle prizes – local businesses were very generous. We could start collecting prizes even earlier next year, in March.

General Fair Comments

**Planning -** Next year we could start planning the fair earlier, in March. For stalls where we need to purchase goods/ services it would be good to shop around and get at least 3 quotes – use parents/carers and contacts we know as much as possible. We should have a cut off date for new ideas/stalls, so we aren’t making last minute changes to the plan/risk assessment.

**Layout of fair stalls –** Next year try to have a better flow to the stalls so that people work their way round logically i.e. cakes next to drinks. This is however dependent on how many marquees are available and how many we want to put up to accommodate this. This year we felt cakes/ balloons selfie station/ ice creams should be under cover hence they all had to go in the big marquee, which was further away from drinks/entrance. Also, there was a big, wasted space in the middle of the field where balloons or another selling point could potentially be.

**Signs –** One of the big fair advertising signs was removed from the patch of grass on the Stillington road corner and has gone missing. We need to get new signs made for the next fair – possibly ask GH Smith printers if they could do this. Find out how we get permission to put more signs up e.g. on Crayke to Easingwold road – Hugh Porter may know how we go about this. Keep these signs simple with only key details and ‘everybody welcome’ on. In the week running up to the fair, put a banner saying ‘this Saturday’ over the signs. We could use the laminates from the Ewe Move signs to advertise too.

**Cards –** Pre-sell cards (credit card size) for a set price with 5 or so stamp circles on – one for each stall – each stall would stamp the card, so no money needs to be exchanged - this way we have the money up front. This however makes it hard to know how much each stall has made.

Alternatively, we could hand out the cards to children as they come in – they could then get a stamp at each stall and if they get the full set of stamps they get a small prize at the end – this encourages children to go on all stalls.

**Walkie talkies** – these worked very well.

**Distribution of floats** – This didn’t work well on the morning of the fair as it took too long to find each stall holder and then for the money to be counted and signed for. Next year it would be good to hand out as many floats as possible during set up on the evening before the fair.

**Future Events**

Evening for new parents/carers – planned for **Thursday 22nd September** at the Durham Ox. We will invite all the new Reception (Apple class) parents/carers. We will ask if we can have the doghouse rather than the upstairs lounge area at the Durham Ox as this would be much nicer.

**Action:** Becky and Victoria C to book this with the Durham Ox and confirm the date to Mrs Jackson so it can go in the chronicle.

CHASA AGM – **Thursday 6th October** – we will also discuss October half term fundraiser and bonfire night.

October half term fundraiser – grow your £5 – Each child is given £5, and they have to use this to raise money in whatever way they would like e.g. using it to buy baking ingredients then selling the cakes. Microsoft forms can be used to collate the names of the children who want to take part. £5’s to be given out before half term and the proceeds to be collected after half term.

November – Bonfire Night.

February – In line with school 50th celebrations – adults pie and peas night / auction at Sports hall.

**CHASA T-Shirts**

Our current uniform suppliers have offered to provide the CHASA committee with 15 T-shirts. We would like a CHASA logo to go on the T-shirts. We will ask the children to design a logo and the winning design will be printed on the T-shirts and used for CHASA correspondence. Hugh Porter could choose the winner.

**Action:** Jonathan to provide pieces of paper with a template for logo – to go in children’s bookbags before the end of term. A communication to go out to parents/carers about this and to be included in the final chronicle of the school year.

**Uniform**

**Action:** Any leftover uniform could be sold next week at the final ice cream Friday - anything that can’t be sold can go to charity (along with leftover books from the fair). The A-board will also be removed from school due to lack of storage space in school.

Any unwanted uniform from Year 6 leavers to be collected – a WhatsApp message could be useful for this.

**DBS checks for committee**

Vicki G has looked into this – one company offers DBS checks for free but there is an £18 admin fee per person. She will continue looking for cheaper options.

**Parents/carers skills audit**

It would be useful to know what skills parents/carers have and if they would be happy to use these to help and support CHASA.

**Action:** In September Mrs Jackson to put out a Microsoft form to parents/carers regarding this.

**Lottery**

This is something which is easy to set up through Parentkind so there is very little admin involved. It is a way of raising money for the school within the community (rather than wholly relying on parent donations). It could be called something which is general to the area e.g. Crayke and Brandsby Community Lottery. This would however need to be marketed well to ensure enough people take part.

The takings are split as follows:

40% to winner, 40% to CHASA and 20% towards entry to national lottery.

**Action:** Vicki G and Tracey to set this up over the Summer.

**Requests for CHASA funding**

The money raised from the fair will go directly towards the school running track fund. If any extra funds are available for the running track, then these would be gratefully received by school.

**Action:** Tracey to circulate the final figure raised from the fair (there are still a few expenses to deduct) and to write a cheque for school for the running track donation once an amount has been agreed on.

The money for transport was not required for the Apple class trip as this did not go ahead.

£220.00 did go towards the cost of the coach for Beech class trip to The Yorkshire Arboretum.

Mrs Rayner has worked incredibly hard on creating new reading diaries for the children. These will cost £2 per child and CHASA is very happy to fund these.

CHASA is keen to continue to subsidise/pay for school trips. A whole school trip was suggested for next year to somewhere such as Beamish and CHASA is happy to fund this. CHASA could possibly fund companies coming into to school to run ‘activity days’ e.g. lego day.

Another potential project which CHASA could contribute towards is a new large screen for the school hall.