**CHASA Meeting – 18th May 2023**

**Attendees:** Jonathan Dawson, Becky Stubbins, Victoria Cain, Jade Bunker, Victoria Griffin, Marta Colman, Emma Wilkinson

**Apologies:** Mrs Judi Jackson, Tracey Swiers, Charlotte Clark, Sam Parris, Sarah Sayner

**SUMMER FAIR**

* Volunteers since the last meeting have been Pete Brown, Julian, Julie (Poppy’s mum) and Amy Robinson (Jacob’s mum), Michelle (short stint), Millie (1hr) as well as Tracey’s mum (Karen), Becky’s mum (Marian) and Vicki G’s mother-in-law (Ann), lady from the village – Laura Withers. Volunteers will have lanyards and festival face glitter! Once we have all volunteers confirmed we will look at doing a rota for each stall.
* Emma’s mum and Marta’s mother in law are retired nurses so may be able to help with the First Aid
* Jade can look into getting a balloon arch for the entrance. Claire also has some balloons on sticks from last year that she will give to Jade.
* Emma and Marta will set up tin can alley, they will gather the 12 tins, collect reels from Claire and wooden plank from Vicki (or use their own). They will put tablecloth over and decorate it and work out the rules – penny sweets available and larger sweet prizes.
* Vicki G already has bag of cola bottle and haribos but she will purchase some penny sweets and another big bag of sweets so we have enough to cover tin can alley, splat a rat and races.
* Marta had the great idea of a nearly new adults clothes stall for the fair. However, after some discussion, it was decided that we would focus on the children’s clothes for the fair and we would potentially run the adult’s clothes sale at another event or as a standalone event.
* Jonathan will speak to Dave at AMH Entertainment about hiring giant games – jenga/dominoes/limbo/crazy golf. Vic C and J both have small Connect 4’s.
* Vicki G says the martial arts groups are keen to come and perform – we could tie this in with when Mr Shimwell does the races.
* There will be drinks for sale next to the inflatables – Emma to lend 10 x rubble tubs for drinks. Bags of ice required for keeping drinks cold. Emma’s big fridge will be parked in staff parking next to gazebo for keeping food/drinks cold.
* Emma can provide yellow and black tape for taping off playground and classrooms. Vicki G will be on toilet duty. First aiders will be Jade and her sister and Vicki G.
* Emma and Jade can provide storage for donations if required.
* 120 sausages to be bought from Hartleys for the BBQ as these gave the best price – Emma to order these through her account.
* The banners and posters have been kindly sorted out by Lucy and will be ready next week. These can go up next week. One banner to go on the Dawsons fence and the other could go at St Monica’s or outside Emma’s house on A19. Jonathan will prepare the smaller fair signs too.
* Braids/ face glitter – Jade will purchase any extra supplies needed. Abbi may not be able to help on the stall now. Jade will ask some friends to help, and we will ask some of year 6 girls if they would like to help too. There is a basic face painting kit available, but face glitter/tattoos and braids will be the main things on offer.
* Gazebos – we have had offers of gazebos from Julie and Chris Unsworth, also Becky and Caroline have one. Nikki Hollinrake has agreed to let us borrow her big marquee like last year.
* Layout – We discussed putting the big marquee on the playground as this came with weights to secure it, but we agreed that it might be a bit big and overbearing on the playground. Emma and Michelle will see if they have sandbags or equivalent to secure the small gazebos to the playground.

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| **Summer Fair - Sat 24th June - 12 - 4pm** | | |  |
| **Stall** | **Stall management** | **Proposed Names 2023** | **Notes** |
| **THEME** |  | **FESTIVAL** |  |
| **Tin can alley** | Reception | Marta & Emma & Amy Robinson | Claire's stools and wood plank for tin can alley. Balls from coconut shy are at sports hall. Prizes bought - 120 giant cola bottles. Use Caroline's small gazebo. |
| **BBQ** | Year 1 reps | Vicki G & Hannah & Ben (+ large team) | Selling cans beer and soft drink. Cash back on Sum Up machine. Charlotte Clark can lend gas BBQ, need gas cylinder. Heck sausages (£1.50 a pack - order 30 packs = 180 sausages, sell packs off at end), 100 chicken burgers (Emma kindly donating), supermarket donations for bread buns etc. Selling slushies (£1.50 per cup) and ice pops too. Hartleys sausages. Fridge lorry in staff parking area. Bags of ice required for keeping drinks cold. |
| **Splat the Rat (Balls in buckets/ Hoops on sticks ?)** | Year 2 reps | Louise & Pete Brown & Julie (Poppys mum) | Borrowing splat the rat from Easingwold Lions. Vicki G will buy prizes. |
| **2 x Tombolas (kids and adults)** | Year 3 reps | Victoria Cain & Charlotte Clark & Michelle | Vicki G has 2 x tombola drums. |
| **Assault Course & Bouncy Castle** | Year 4 reps | Becky & Sam & Julian (2-4pm) & Katie (12-2pm) & Millie (1 hr) & school staff (tbc) | Cost = £200. Use wristbands £3 unlimited bounce. School staff to help man this. Rota to be drawn up 3 people at a time on duty. A makeshift bar next to bouncy castle for refreshments for parents/carers whilst watching children. |
| **Entrance** | Year 5 | Elly & Sarah & Jonathan (rotate with raffle ticket sellers) | £1 for adults, children free. Entrance near Reception class. |
| **Raffle Tickets & lucky dip** | Year 6 reps | Tracey & Tracey's mum (rotate with entrance volunteers) | Raffle Table at entrance to playground. Raffle tickets in bookbags week before |
| **Braids/face glitter/paint/tattoos** |  | Jade & her sister/friends & Abbi Bramwell (and girls) | Claire also has balloon on sticks that she can give to Jade to sell. |
| **Match the Teddy** | Amelie Jackson/ Yr 6 pupils | Mrs Jackson/ Amelie Jackson |  |
| **School uniform & accessory stall** | Honesty box /Yr 6 if want to | Becky/ Victoria C to set up | Vicki G has double clothes rail |
| **Pre-loved Toy Stall** | Honesty box /Yr 6 if want to | Becky/ Victoria C to set up |  |
| **Jam Jar Tombola (if sell out have tuck shop as back up)** | Year 6 pupils | Mrs Jackson - Year 6 to add raffle ticket numbers to jars | In gazebo on playground. Ask local businesses for cakes too |
| **Cake stall** |  | Laura Withers & Marian Plonska 12-2pm, Ann Wittington (Vicki G mum-in-law) & Helen 2-4pm |  |
| **Plant Stall** |  | Claire Fenton (Nat's mum) | Donations from Jon's dad too |
| **Gin bar** |  | Jette | In gazebo on playground |
| **Coffee van** |  | Vicki Griffin - hot drinks/soft drinks and veggie/vegan snacks | £40 + £10 gift aid = £50 |
| **Fire Engine** |  | Sam will come with fire engine if not called out | Entrance car park as last year |
| **Mr Shimwell Races and tug of war** |  | Mrs Jackson/ Mr Shimwell | Got haribo bears as prizes (if Mr Shimwell doesn't have) |
| **School football goal** |  | Becky | To be repositioned in corner of field for kickabout fun |
| **Big garden jenga/ crazy golf** |  | Victoria/Tracey/ Jon | Giant garden games - Jon to ask Dave at AMH if he can throw these in with inflatables |
| **Entertainment** |  | Vicki G | Kung Fu Panda - Kickboxing - have this around same time as races. |
| LOGISTICS PLAN - stalls location plan |  | Becky/ Vicki G/ Jonathan/ Mrs Jackson |  |
| Sponsorship/ Raffle prize request/collection |  | Jonathan/ Tracey | Letters to be sent to businesses in May - CHASA/ school logo/ charity number on letter template for children to write letters on. Letters to be written Friday 19th May. |
| Poster design |  | Marta/ Lucy/ All | Posters local noticeboards/SM sites/ Easingwold advertiser ad? |
| Fair Road signs |  | Jonathan/ Lucy | 2 x fair banners 8x4ft for fences and 1 x generic school CHASA banner 6x2ft (cost for 3 banners £119.69) and we have 30 signs 2ft x 1ft for trees/signposts to go up one month before |
| Stall Price lists |  | Jonathan |  |
| Parent Comms for donations |  | Becky | Ask now for donations to be brought to school Monday 12th June in exchange for non-uniform on that day |
| Decoration |  | All – does anyone have bunting to bring? | Jade will organise balloon arch for entrance if possible |
| Music/ PA system |  | Speaker/microphone - Becky to get from Rich Clark | Play radio or play list |
| Alcohol licence |  | Vicki G | Alcohol license approved - cost £21 |
| First Aid |  | Vicki G | Jade/ Jade’s sister/ Vicki G / Emma’s mum / Marta’s mother in law |
| Gazebos - sourcing and erecting |  | Victoria Cain | 1 x Main gazebo (Nicki Hollinrake lending) & 3 small gazebo for playground (cake, gin, tin can alley) - caroline, poppys mum, chris Unsworth lending. We will require weights (e.g. sandbags from Michelle and Emma) to secure gazebos to the playground. |
| Floats |  | Tracey | Stallholder briefing at 11am on day to hand out floats |
| Risk Assessment and safeguarding |  | Vicki Griffin/ Emma | Emma has yellow/black tape for taping off playground and classrooms |

**SPORTS DAY 7th July**

This is a great opportunity to raise money by selling to parents/carers. Mrs Jackson is happy for us to do this providing there is no alcohol. We will do a raffle and sell food/drinks. We will hold back some raffle prizes from the fair for this and also a prize for the Wonka bars activity, which Vicki G will organise in Autumn.

Jonathan suggested that it would be a nice idea for CHASA to make sports day certificates for the children which would be handed out to each child at the end of sports day, all agreed that this was a lovely idea.

**JULY LEAVERS PROM**

As Year 6 have organised their own leaving plans we will not have a disco/prom at the end of term as this puts additional pressure/work on year 6 parents/carers and the committee/volunteers. Instead, efforts will go into the fair and the Autumn fundraising plans.

**SEPT/OCT FUNDRAISING EVENT**

In the Autumn term it would be great to organise a bingo event for families as well as potentially another quiz night too.

**NEW STARTER PARENT MEETING 14th June 5.30pm**

Jonathan, Victoria and Tracey can attend this meeting.

**Action** – Jonathan/Tracey/Victoria to organise CHASA, Sitkins and Easyfundraising leaflets for new starter packs.

**CRAYKE MARKET STALL CAFÉ**

CHASA were due to run the café in July however due to no volunteers being available to run this in July (and August) because of school holidays we have changed our slot to September.

**AOB**

Jonathan is looking into getting someone to do a drone picture of the children in formation of year 2023 – to celebrate the 50th anniversary of the school – these pictures could be given to parents/carers as a keepsake.

Meeting dates set as follows for the run up to the fair, all 3.45pm school hall (or classroom after wrap around care starts) and all welcome:

Thursday 8th June

Thursday 22nd June