

MINUTES

Crayke Home and School Association

24/2/26 9:15 Crayke Primary School

In Attendance

Judi Jackson, Jade Bunker, Becky Stubbins, Beth Leggott, Emma Wilkinson, Tom Ferreday, Matt Balmforth

Apologies

Jess Brown, Hannah Davies, Hannah Sadler, Katie Hunsdale

Open

Becky Stubbins opened the meeting and thanked everyone for attending.

Summary of meeting

Disco debrief & previous summer events

- Jade will share debrief notes on the disco; further discussion to occur in a separate session or via email
- End-of-year event proposed rebranding to Craykefest to align with Year of the Festivals
- Last year's 'Party on the Playground' was children-only, held on a Thursday after school with stalls and hot dogs
- Single-ticket model £10 included all stalls, food, and prizes
- Ticket sales raised £900; consider seeking fund matching from other parents/carers for future events
- 2024 festival ≈ £3,000 – this was biggest Saturday summer school fair ever – workload and time sacrifice unsustainable – not enough volunteers for the prep time involved

Overview

- Meeting focused on planning CraykeFest: format, stalls, food and logistics
- Family based event this year for both adults and children. Parents/carers to bring and supervise children
- Proposed Craykefest event date: Friday 10 July 4:00–6:30pm at Crayke Primary School; cancel if heavy rain/storm/wind with refunds; no formal backup day
- Children must be accompanied by adults. Children tickets £10 to include all stalls and a hot dog, adult tickets £5 to include entry into star prize raffle draw
- Sibling tickets 25% off
- Advanced tickets only – people to be marked off on list as they arrive on the day
- Ticket sales close STRICTLY 1 week before event
- Open to all but only being advertised within school community
- Stalls & activities: festival-themed stalls, children's passport & stamps, 6–8 stalls expected
- Pre-loved uniform stall
- Set up from 2.30pm on the day – gazebos may not be needed

Stalls, passport idea & children's activities

- Option to run by school houses: 4 houses × 2 stalls each = 8 stalls, providing mixed-age interaction and buddying
- Each of houses has a festival/country/cultural theme and is headed up by a teacher/TA who will plan and supervise on the day. Children from each house to help plan and help on stalls on the day; parents can support. Stalls such as mask making/ chalk throwing etc. CHASA to provide all materials. Teachers to lead stall preparation and shopping lists
- Sweet tombola / hook a duck will be part of British cultural stalls
- On selected stalls people will be able to pay for extra turns (including parents)
- Each child receives a CraykeFest passport to visit stalls, collect a stamp and record an interesting fact; class artwork appears on the passport front
- Optional extras: children's parade, world music playlist, small informal stage for pupil performances with minimal supervision

Food, catering options

- Main food strategy: Germany Oktoberfest BBQ - sausages cooked on BBQ for hotdogs (it was decided to limit food choice in order to reduce waste and prep); no alcohol, soft drinks only. One gas BBQ should be sufficient
- Children have a hot dog and juice included in ticket price, adults to purchase food and drink
- British afternoon tea - small cake stall – ask parents/carers to donate fairy cakes, etc. Tea and coffee tbc – coffee urn required for this (Emma may have one)
- Ice cream Van - hire ice cream van; vendor may waive fee if sales are high; ice cream vendor wouldn't be allowed to sell drinks

Action Items

- Jade Bunker to discuss festival/culture themes with Mrs Jackson /teachers and to allocate culture themes to house teams and follow up
- Jade Bunker to contact Lucy about possibility of printing passports/stamps and to speak with an ice-cream van supplier about attending and any fees
- Jade to prepare 'save the date' poster for Craykefest – to include asking for volunteers
- Mrs Jackson to put Craykefest date / non uniform day date in the school diary dates and to add Craykefest 'save the date' poster to chronicle
- Becky Stubbins to communicate out about 'Non uniform day' Thursday 2nd July (this is in exchange for sweets for tombola and pre-loved uniform)
- Next CHASA Craykefest meeting scheduled for Tuesday 14th April 9.10am (after drop off) at Crayke Primary School