



Friends of Glebe School
Email: FriendsOfGlebe@outlook.com
Registered Charity No: 105167
Supporting our Children, Supporting our School

**MINUTES OF THE FRIENDS OF GLEBE SCHOOL MEETING
HELD ON THURSDAY 24TH MARCH 2022 AT GLEBE SCHOOL**

ATTENDANCE

Atonte Rodwell - Chairman

Aya Gardiner - Vice Chair

Kimberly Cluskey - Treasurer

Melanie Penney - Headteacher

Donna Bascarat - Jubilee Garden Party Lead

APOLOGIES Lis Aherne - Secretary

Item 1 - Welcome

1. The Chair opened the meeting and welcomed members.

Action - Atonte

Item 2 - Last Minutes

1. The minutes of the last meeting were accepted as a true and accurate record of events.

Action - Atonte

Item 3 - Treasurer's Update

1. The treasurer provided an update on the signatories on the FOG bank account: Atonte, Aya and Kim with Lis to be added in due course. the two options, outlined below, for the distribution of money to the school.

Action - Kimberly

2. The school has agreed to send details on what they used previous FOG funds (from school money fund) for for record keeping purposes. *Action - Mrs Penney & Kimberly*

Item 3 - Code of conduct and Safeguarding - plans for future constitution

1. The committee agreed to upload the new safeguarding document to the website under the FOG section and send constitution to Mrs Penney

Action - Lis

Item 4 - Beck Panto tickets

1. Agreed to check the return policy for unsold tickets and if we're able to return any unsold tickets, agreed to order tickets for the school. Ticket sales will be extended to local playgroups if necessary

Action - Lis

Item 5 -Lead for New parents arrival packs

1. Agreed to put together new parent packs for nursery and reception parents starting in September *Action - Atonte & Aya*
2. Agreed to provide light refreshments for parents on induction days (14th & 21st June) and provide an overview of FOG to new parents *Action - Atonte & Aya*

Item 6 - Jubilee Update

1. Donna provided an update further to the jubilee committee launch meeting. Agreed to a theme of 'Happy Birthday Glebe' garden party to celebrate the 70 year Glebe jubilee AND kick off for the Ickenham Festival
2. Event to include the following: 'Bring your own' picnic with a limited number of stalls with affordable games and treats for the children, two bouncy castles, a performance by one of the clubs associated with the school, DJ, ice cream van and procession
3. Agreed to look into making available a commemorative bear or similar for purchase *Action - Donna, Atonte, Kim, Aya, Lis*

Item 7 - Doughnut Sale update

1. Overall, the doughnut sale was a great success with the vast majority of people receiving at least one doughnut. We completely sold out of doughnuts and raised £363.20
2. Agreed to aim to hold one doughnut sale per term

Action - Aya

Item 7 - Bags 2 School

1. Agreed to look into using Bags2School for clothes in unsaleable condition be turned into scraps for use in furniture etc.

Action - All

Item 8 - AOB

1. Jubilee tea towels - agreed to coordinate jubilee tea towels to commemorate the Glebe Jubilee and raise funds
2. Second hand clothing sale - to take place in March. Clothing such as good condition coats and shoes to be collected to be sold to parents. If this is successful, we will continue to do this in future.

Action - All