

## MINUTES FROM PSA November 21<sup>st</sup> 2017 at The Bull, Ratby

Attendees: Devi, Jasmine, Penny, Claire B and Clare F.

### Items discussed;

#### The Christmas Fair

##### Raffle Tickets

Tickets were distributed to the students and went out in Childrens book bags on Tuesday 21<sup>st</sup>. Ideas to increase sales...

1. A couple of PSA members go into the Pupil assembly to 'jolly' them up to sell tickets to increase their chances of winning the competition and the class competition. Jasmine and Penny volunteered to do this – need to ask at school **[Penny]**
2. Take tickets to the school play and sell them in the queue, again ask at school for permission. Jasmine said she would cover the Monday evening and Penny and Claire the Wednesday evening – anyone going to the daytime showing on the Tuesday? Let us know. **[Penny]**

Lisa/Emma to collect ticket stubbs and sales monies from the Office at the end of each school day. **[Lisa and Emma]**

##### Rooms Available to Use (as advised from the School)

The Bell Room, Both Halls, Yr 3 and 4 classrooms and Mr. Barbers class room. We can't have the classrooms until 3.10 (end of school) so this will be tricky if we are to use them.

##### Peak Hall

We can use half of Peak Hall from 3.30 on Thursday 14<sup>th</sup> to set up Santas room. Clare from Smiles has asked if at all possible could we use the opposite side from last year for Santa. This would mean she has the front half (near the window and door for yr 1 entrance) room to use for Smiles on the Thursday night and Friday morning so she can see parents coming to collect the kids. Is this doable **Lisa Walton?** The other half of Peak Hall will be available from 9am Friday.

##### Main Hall

This will be available from 1.30pm on the Friday. Gives us 1.5 hours to deck that hall out.

##### Helpers

Produce a poster for the staff room; this will be requesting volunteers to help at the fair (with space for a list of names). **[Penny]**

Devi said we have helpers for the Grotto (new staff!)

## **Stalls/Games**

Decision made that we won't be having stall holders at the fair this year due to the very busy nature of the Fair – last year was so busy we are keeping it to games etc.

### **1. Sweets Stall**

Ali to make her gift/sweetie items (hot chocolate reindeer etc)

Decision made to make smaller (than the summer fair) sweet cones and sell at £1.00.

### **2. Chocolate Stall**

Letter to go out in school bags on the 1<sup>st</sup> December requesting chocolate donations from parents/students for the Chocolate Tombola **[Penny]**

### **3. Where's Santa**

Map game – choose a square. Does the map still exist? If not Penny will make a new one. **[Penny]**  
Prize to be a teddy?

### **4. Sleigh of Booze**

Poster has been sent to school for donations for the booze sleigh.  
Is the sleigh OK? Do we need to give it a make over?

### **5. Bonus Ball**

List of bonus ball numbers for Fridays Euros or Saturdays Lotto - £1.00 a number – winning number wins cash prize (£10?)

### **6. Pick a Stick**

Doing it.

### **7. Crackers**

How many of the crackers are in existence down under? We are going to sell these in packs of 6 for £3.00 a pack or 2 packs for £5.00.

Do they have jokes? Snappers?

Jasmine volunteered to print off jokes if they don't exist and we would need to order snappers if they are not there. **[Jasmine]**

### **8. What in the Stocking?**

Source cheap stockings for this game – 5 needed for the game and one for the prize. Devi said she would make them if we can't find cheap ones. **[Devi]**

Players have to guess what is in the stocking and they have to write it down on an answer sheet and winner announced later. If more than one winner Devi will 'pull out of a hat' the winning answer sheet. Prize is a stocking filled with sweets and goodies.

### **9. Lucky Dip**

Tiny toys wrapped and in a box (or similar) with shredded paper.

2 versions – one in the main hall and one near the Santa queue. 50p a go. 150 prizes. Claire volunteered to do all of this **[Claire B]**

### **10. Face Painting**

To be held in 'the other half' of Peak Hall, near the Santa queue.

More glitter paint is needed – **Lisa W** you have good contacts?

Glitter tattoos to be used? These could also be prizes for the smaller games...

### **11. Colour Stall**

Request for colour items per year was sent out with the raffle tickets. Boxes need to be provided to collect the items...

### **12. Tombola**

Donations and the results from our 'please support us' letters and emails.

\*NOTE: Cake Stall – no cake stall this year, just mince pies to sell with the tea and coffees.

### **Santa Gifts**

Check down under what gifts are available for this year – any cups left over from last year? Then assess what needs to be purchased. Devi suggested little lights that she found on tinternet.

### **Down Under – a list for**

On the morning of the 28<sup>th</sup> November a group of us will be sorting out 'down under' to assess stock etc. Please come along and help if you can.

Things to check:

- Santa Gifts. How many do we need to purchase for this year?
- Tea, Coffee and Squash stocks. Need more?
- Where is Santa map? In existence still?
- The Sleigh. For the Sleigh of booze? Usable?
- Cloakroom style raffle tickets? For the Sleigh of booze.
- Crackers – how many do we have and do they contain jokes and snappers?

### **Projection Display and Music**

Ask Neil if he can do Christmas style projector show/display for the fair and Christmassy music (as he did with the Halloween disco) **[Clare F or Penny to ask at pick up/drop off]**

### **Donations bucket**

This was suggested by Jasmine – great idea so people can donate loose change as they are leaving the fair.

### **Signs**

Needed:

- Good signs for inside the school so people know where each activity/game is [Rosie and Penny]
- Village signs (to go on new paddles) [Rosie and Penny]

### **Donations/Requests for Support from Local Businesses**

Wording now been approved by School so these can be emailed out. I am doing this **[Penny]** – I will email you all a copy of this letter so you can show it to potential donators. These are things for Tombola and the Raffle. Aim high!

### **Potential Gifts for Mum and Dad**

We talked about asking school if we can host a present buying event like Mothers and Fathers Day for Christmas so that the Children can purchase a ‘secret’ gift for their carers. **Devi** to ask. Are we taking on too much with only 3 weeks until the fair?

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### **NEXT MEETING**

**Tuesday 5<sup>th</sup> December – 7pm at The Bull.**