



# Fairfield Primary School PTA

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Charity No: 517582



## Minutes 28 November 2017

### Present –

Kirsty Lay	Bev Frost	Michelle Thompson
Samina Barnwell	Sarah Todd	Joedee Lush
Mrs Macleod	Mrs S Lewis	Chris Johnson

## Christmas Fayre – 1 December 2017 – 3 pm until 5 pm

### Games in Mrs Stead's room

Splat the Tree (star)	50 p a go
Pin the nose on Rudolf	20 p a go
Hook a bauble	50 p a go
Wishing line	50 p a go
-Locked Box by Mrs Williams money raised for school council	20 p

### Stalls

All stall helpers have been agreed and allocated on list.

There is coloured paper and balls available for the Jolly Jar stall.

Tables need to be brought out from garage on Friday morning and cleaned ó Mrs Lewis to organise helpers.

Stickers needed for pricing items ó Kirsty will organise.

Tombola ó smaller bottles are needed to bulk up the stall ó Samina and Sarah to see if they can help with this.

Ornaments ó due for delivery and Samina will price.

Teachers hamper to be photographed and advertised on FB site.

Tesco hessian bags to be on sale next to tombola stall.

Wishing line prizes organised, one prize has been agreed by Mrs Lewis - there will be a star prize of non uniform day for the class of the winner (date tbc).

Michelle has small prizes and gold coins will be ordered by Kirsty. (Treasure island sweets)

Choir to sing between 3 and 3.30 pm at entrance.

### **Refreshments**

Refreshments - Urn needs to be turned on at 2 pm ready for Fayre at 3 pm. Sarah will ask work to see if we can borrow flasks to top up the hot water throughout the fayre. Samina to collect coffee and milk from Starbucks.

Call out for cakes via the PTA Facebook site and year sites.

Phillip Lay will be organising the BBQ and mulled apple drink. He will also organise a price list on a blackboard for us.

Labels for Stalls 6 Michelle will ask Emma Helm if she still has them from previous years.

### **Santa's Grotto – Mrs Kendalls's room**

Santa and Jed (photographer) to arrive at 2.30 to prepare. Preparations to get photos downloaded and ordered from Costco for delivery after Fayre.

Mrs Lewis will bring in lights for us to use.

Xmas tree 6 Kirsty looking into this.

Mr Sampson needs to be asked to get the xmas decorations out.

### **Raffle/Silent Auction**

Some prizes have been moved around and agreed regarding raffle prizes and silent auction items.

### **Children**

Mrs Lewis has agreed children can be picked up at 3 pm although those who are unable to be picked up will be kept until 3.30 pm.

### **Secret Santa**

Helpers needed for the sessions to be held in the classroom in Foundation phase (blue building).

<b>Wednesday 6.12.17</b>	<b>Thursday 7.12.17</b>	<b>Friday 8.12.17</b>
9.30 to 11.30	9.30 to 11.30	9.30 to 11.30
1.30 to 3.30	1.30 to 3.30	1.30 to 3.30

**Any other business**

The school have asked (and will fill out necessary request form) for some funding to help furnish and stock the new nursery. This was discussed and there shouldn't be a problem. It has been agreed specific events will be organised in the New Year with all funds going to the nursery.